

**LAKWOOD LOCAL SCHOOL DISTRICT
PUBLIC RECORDS COMMISSION
Regular Meeting
Lakewood High School Library
February 12, 2020
5:30 P.M.**

- I. Roll Call:** _____ Ms. Tara Houdeshell
 _____ Ms. Mary Kay Andrews
 _____ Ms. Glenna Plaisted

II. Approve Records Retention Schedule (RC-2)

MOTION: Moved by _____, seconded by _____, that the Lakewood Local Public Records Commission approve the Records Retention Schedule (RC-2) as presented.

Roll Call _____
 Houdeshell Andrews Plaisted

III. Approve Adjournment

MOTION: Moved by _____, seconded by _____, that the Lakewood Local Public Records Commission adjourn at _____.

Roll Call _____
 Houdeshell Andrews Plaisted