



Records Commission Meeting

March 12, 2024

2:00 PM District Office

Kyle Sharp, Amanda-Clearcreek Board of Education President
TR Edwards, Superintendent
Lana Fairchild, Treasurer

- Review Retention Schedule
- Update on Digitization process with current records
- Records Disposal
- Records Training
Records Training (for Board designee) – will need to complete for Dr. Buckley and Mrs. Saum
- Other Items to be discussed as needed