

LICKING VALLEY LOCAL BOARD OF EDUCATION
RECORDS COMMISSION MEETING, JULY 14, 2025, at 5:30 p.m.
LICKING VALLEY HIGH SCHOOL COMMONS AREA, 100 HAINSVIEW DR., NEWARK, OHIO

Vision Statement: Every adult helping every child learn and grow every day.

ROLL CALL

The Licking Valley Records Commission met on July 14, 2025, at 5:30 p.m. in the Licking Valley High School Commons Area. The following responded to roll call: Mr. Scott Beery, Superintendent, Mr. Andrew Douglass, Treasurer and Mr. Drake McArtor, School Board President.

24-98 TREASURER’S RECOMMENDATIONS 98

Mr. Beery moved Mr. McArtor seconded the motion to approve the following.

CERTIFICATION: We hereby certify that our Records Commission met in an open meeting, as required by Section 121.22 of the Ohio Revised Code, and reviewed the Records Retention Schedule and Disposition (Form RC-2) for Licking Valley Local Schools with no changes to the previously approved retention schedule. We further certify that our commission will make every effort to prevent these record series from being destroyed, transferred, or otherwise disposed of in violation of this schedule and that no record will be knowingly disposed of which pertains to any pending case, claim, action, or request.

In addition, the Records Commission approved the disposition of records as listed on the attached Records Disposition Request (Form RC-3), in accordance with the requirements of the Ohio Historical Society and the Auditor of State.

This certification was approved on Monday, July 14, 2025, as reflected by the minutes kept by this commission.

DISCUSSION:
The commission discussed the normal disposal process and frequency of disposal.

Ayes: Mr. Beery, Mr. McArtor, Mr. Douglass
Nays: None
Motion Carried.

24-99 ADJOURNMENT 99

Mr. McArtor moved and Mr. Beery seconded the motion to adjourn.
Mr. Douglass closed the meeting at 5:34 p.m.

Ayes: Mr. McArtor, Mr. Beery, Mr. Douglass
Nays: None
Motion Carried.

Drake McArtor, President

Andrew Douglass, Treasurer