



Records Commission Meeting

December 19, 2025 at 9:30 AM
ESCCO Board Room
2080 Citygate Dr., Columbus, OH 43219

- Call to order: Time ____ 9:33 a.m. _____

____X____ Mr. Alcock ____X____ Dr. Goodney ____X____ Mr. Weaver

- Approve of disposal of records as presented
 - Moved by ____ Dr. Goodney _____
 - Seconded by ____ Mr. Alcock _____
 - Roll Call:
 - Mr. Alcock __Y_____
 - Dr. Goodney _Y_____
 - Mr. Weaver __Y_____
 - Motion Passed

- Update on other disposal processes
 - Emails- Mr. Weaver stated emails should be kept indefinitely. Will need to modify policy and records retention schedule.
 - VRC digital storage- Mr. Weaver discussed this project to digitize records that are currently offsite. We need a legal opinion on if student records are original records for us because the originals are sent back to the district of record.

- Adjourn: Time _9:47 a.m. _____
 - Moved by ____ Dr. Goodney _____
 - Seconded by _Mr. Alcock _____
 - Roll Call:
 - Mr. Alcock ____Y_____
 - Dr. Goodney __Y_____
 - Mr. Weaver __Y_____
 - Motion Passed