CHIPPEWA
LOCAL SCHOOL DISTRICT

Annual Records Commission Meeting
Board of Education Conference Room
100 Valley View Rd.
Monday, November 9, 2026
5:45 p.m.

AGENDA

I. OPENING

A. Call to Order at (official time) _____

B. Roll Call

Mr. Tim Adams □ Mr. Ken Gasser □ Dr. TJ DeAngelis □

II. DISCUSSION

Ohio History Connection Statutory Requirements – School District Records Retention

The Ohio History Connection (State Archives) is responsible for evaluating and preserving government records in Ohio, as established by Ohio Revised Code 149.31. The State Archives offers guidance to local governments, including school districts, on records management and archival practices.

According to Ohio Revised Code 149.41, before any school district records are disposed of, the local records commission must notify the Ohio History Connection, which has the opportunity to select records deemed to have historical value for preservation.

Additionally, for court records, Rule 26(E)(2) of the Rules of Superintendence for the Courts of Ohio allows the Ohio History Connection to claim court records with historical value prior to their destruction.

Records that are not selected by the Ohio History Connection may be disposed of according to statutory procedures under the guidance of the local records commission.

Chippewa Local Schools has Administrative Policy EHA (District Records Commission, Records Retention and Disposal) in place to define public records and to outline the procedures related to record retention and disposal.

Motion by: _____ 2nd by: _____
Mr. Tim Adams □ Mr. Ken Gasser □ Dr. TJ DeAngelis □

III. MOTION TO ADJOURN (ROLL CALL)

Motion by: _____ 2nd by: _____
Mr. Tim Adams □ Mr. Ken Gasser □ Dr. TJ DeAngelis □

FINAL