

**James A. Garfield Local School District  
Records Commission Meeting – April 23, 2009**

The Records Commission of the James A. Garfield Board of Education met in the Orson E. Ott Administrative Office at 6:45pm. Treasurer, Tracy Knauer, called the meeting to order at 6:47pm.

The following members were present: Chairman, Board President Guy V. Pietra, Superintendent, Charles Klamer, and Treasurer, Tracy Knauer.

Treasurer, Tracy Knauer, was appointed to record minutes.

Moved by G. Pietra, seconded by C. Klamer to approve the Certificate of Records Disposal (attached RC-3) in accordance with the guidelines and retention schedule currently in place for the James A Garfield School District.

Ayes: Pietra, Klamer, Knauer

Nays: None

Mr. Pietra declared the motion passed.

Moved by C. Klamer, seconded by G. Pietra to adjourn. All were in favor and the records commission meeting adjourned at 6:48pm.

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Guy V. Pietra, President

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Date

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Tracy L. Knauer, Treasurer