LIBERTYVILLE ELEMENTARY SCHOOLS
District No. 70
Libertyville, Illinois

November 16, 2026

BOARD REPORT 6.2

APPROVAL OF DESTRUCTION OF CLOSED MEETING RECORDINGS 18 MONTHS OR OLDER

As part of our regular records management process, we are requesting Board approval for the destruction of closed meeting recordings that are 18 months or older. In accordance with the Open Meetings Act, audio recordings of closed sessions may be destroyed once they are 18 months or older with written minutes stored in a confidential file.

This approval ensures compliance with legal requirements and supports responsible management of district records.

POSSIBLE MOTION:

I move that the Board of Education approve the destruction of closed meeting audio recordings that are 18 months or older, for which written minutes are securely maintained as confidential records, in accordance with the Open Meetings Act.