



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education

From: Dr. Scott Warren

Date: July 10, 2025

Re: Destruction of Recordings of Executive Session Meetings

The Open Meetings Act Section 5 ILCS 120/2.06 (c) states verbatim recordings may be destroyed no less than 18 months after completion of the meeting recorded but only after:

1. The public body has approved the minutes for the closed session, and
2. the public body has approved the destruction of the verbatim record.

It is my recommendation that the Executive Session verbatim recordings listed below be destroyed in accordance with state law:

1. July 11, 2023
2. August 15, 2023
3. September 12, 2023
4. September 26, 2023
5. October 17, 2023
6. November 1, 2023
7. November 14, 2023
8. December 12, 2023