



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Dr. Scott Warren
Date: January 22, 2026
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. January 16, 2024
2. February 13, 2024
3. February 27, 2024
4. March 12, 2024
5. April 9, 2024
6. April 24, 2024
7. May 7, 2024
8. May 21, 2024
9. June 4, 2024
10. June 18, 2024