

*This meeting is a meeting of the Bellbrook-Sugarcreek Board of Education  
District Records Commission  
in public for the purpose of conducting the School District's business  
and is not to be considered a public community meeting.  
There will be no public participation during this committee meeting.*

**AGENDA**  
**District Records Commission**  
**Thursday, December 10, 2020**  
**6:45 p.m.**

**Bellbrook - Sugarcreek Board of Education**  
**Bell Creek Intermediate - Cafeteria**  
**3777 Upper Bellbrook Rd**  
**Bellbrook 45305**

- 1. ROLL CALL**
- 2. REVIEW OF RECORDS FOR DISPOSAL** according to records-retention policy, as required by Section 121.22 ORC.
3. Recommend **APPROVAL** of new records retention schedule effective January 1, 2021.
- 4. DISMISSAL**