



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education

From: Dr. Katie Reynolds

Date: July 2, 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. July 18, 2024
2. August 20, 2024
3. September 10, 2024
4. September 24, 2024
5. October 8, 2024
6. October 29, 2024
7. November 19, 2024
8. December 10, 2024