



Issue Paper

DATE:

September 8, 2026

AGENDA ITEM (ACTION ITEM):

Receive information documenting the periodic destruction of records during the 2025-2026 school year.

APPLICABLE BOARD POLICY:

01.61: Records Management

HISTORY/BACKGROUND:

Policy 01.61 requires the designated district Records Officer to maintain a destruction record of district records, noting the authorization for said destruction and the amount of records to be destroyed. Each year, the Records Officer shall provide a copy of this record to the Board (Superintendent) and to the state Director of the Division of Archives and Records. The attached spreadsheet documents the district records and volumes of records destroyed during the 2025-2026 school year.

For the period extending from August 1, 2025 to July 31, 2026, the KCS D destroyed 8778.97 cubic feet of paper records and 11,700.002 TB of digital records.

FISCAL/BUDGETARY IMPACT:

None

RECOMMENDATION:

Receive information documenting the periodic destruction of records during the 2025-2026 school year.

CONTACT PERSON:

Dr. David A. Rust

Principal/Administrator

District Administrator

Superintendent

*Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.
Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.*

Destruction Date	DC Initiator	SITE	Series	Title Of Records	Dates of Docs	Volume (Cu. Ft.)	Volume (KB/GB/TB)	Volume (Other)
2025-05-23	Carla Williamson, RN	BG	L3021	Authorization to Give medication	SY 2023-2024	0.5		
2025-05-23	Carla Williamson, RN	BG	L5841	Parent Notification of pupil visit to nurse	SY 2023-2024	2		
2025-06-02	Alice Flick	FW	L1958	Daily Student Attendance Record-by school-first ten day	SY 2019-2020	0.5		
2025-06-02	Alice Flick	FW	L1960	Student Absentee Information File	SY 2019-2020	0.5		
2025-06-02	Alice Flick	FW	L3158	Parent's/Guardian's Request for Student's Early Dismissal from Sch	SY 2019-2020	0.5		
2025-06-02	Alice Flick	FW	L5335	Student Entry and Exit Log	SY 2019-2020	0.5		
2025-06-02	Alice Flick	FW	L6467	Educational Enhancement Opportunity Request(student)	SY 2019-2020	0.5		
2025-07-01	Matthew Winkler	KCSD	L6463	Facilities Surveillance Video/Audio Recordings	May 2025		1170 TB	
2025-07-07	Sherry Taylor	RR	L5323	Duplicate "Copy of Record"	5/13/2025 - 7/7/2025	34		
2025-07-17	Carole Benjamin	SC	L2363	Student Cumulative Records File	SY 2021-22	15		
2025-07-17	Carole Benjamin	SC	L2372	Student Cumulative Health Record	SY 2018-19	5		
2025-07-17	Carole Benjamin	SC	L5807	Section 504 Record File	SY 2020-21	1.5		
2025-07-28	Tracy Hamm	SC	L5323	Duplicate "Copy of Record"	06/18/2025-07/28/2025	8.5		
2025-08-01	Matthew Winkler	KCSD	L6463	Facilities Surveillance Video/Audio Recordings	June 2025		1170 TB	
2025-08-04	Sherry Taylor	RR	L5323	Duplicate "Copy of Record"	07/08/2025 - 08/04/2025	17		
2025-08-07	Misty Jones	CO	L2014	Audio/Video Recordings of Official Meetings (Audio)	06/02/2025		30044 (KB)	
2025-08-07	Misty Jones	CO	L2014	Audio/Video Recordings of Official Meetings (Audio)	06/02/2025		1980 (KB)	
2025-08-11	Tracy Hamm	SC	L5323	Duplicate "Copy of Record"	07/29/2025-08/11/2025	8.5		
2025-08-11	Cindy Albright	SOC	L5323	Duplicate "Copy of Record"	7/15/2025-8/11/2025	17		
2025-08-18	Cinda Roberts	CO	L5323	Duplicate "Copy of Record" (2 bins)	7/22/2025-8/18/2025	17		
2025-08-25	Karla Allison	SK	L6908	Health office visit files	08-19-2021 to 5-22-2024	2		
2025-08-29	Michele Thornberry	CA	L5323	Duplicate "Copy of Record"	July 7, 2025-8/28/2025	8.5		
2025-08-29	Vanessa Due	PN	L5323	Duplicate Copy of Record	August 2025	4		
2025-09-01	Matthew Winkler	KCSD	L6463	Facilities Surveillance Video/Audio Recordings	July 2025		1170 TB	
2025-09-04	Misty Jones	CO	L2014	Audio/Video Recordings of Official Meetings (Audio)	07/01/2025		1082 (KB)	
2025-09-04	Misty Jones	CO	L2014	Audio/Video Recordings of Official Meetings (Audio)	07/01/2025		1233 (KB)	
2025-09-04	Misty Jones	CO	L2014	Audio/Video Recordings of Official Meetings (Audio)	07/07/2025		59967 (KB)	
2025-09-04	Tonya Noe	WT	L4426	Student Immunization Compliance File	SY 2022-2024	1		
2025-09-04	Tonya Noe	WT	L4429	Student Physical Examination File	SY 2022-2024	1		
2025-09-04	Tonya Noe	WT	L5322	Student Health Room Log	SY 2022-2024	1		
2025-09-08	Missy Rice	BG	L1803	District Receipt and Expenditure Summary	7/1/2020 - 6/30/2021	2.5		
2025-09-08	Missy Rice	BG	L5323	Duplicate "Copy of Record"	3/1/2025 - 9/8/2025	4		
2025-09-09	Cindy Albright	SOC	L5323	Duplicate "Copy of Record"	8/15/2025-9/9/2025	17		
2025-09-11	Ellen Zimmer	CO	L4425	Preschool Parent Meeting Sign In Sheet	SY 2015-16	0.5		
2025-09-11	Ellen Zimmer	CO	L5324	Preschool Administrative Files	SY 1994-2020	2		
2025-09-11	Ellen Zimmer	CO	L5326	Preschool Student File	SY 2015-2020	2		
2025-09-11	Carole Benjamin	SC	L5323	Duplicate "Copy of Record"	8/19/2025-9/11/2025	8.5		
2025-09-11	Karla Allison	SK	L5323	Duplicate "Copy of Record"	7/23/2025-9/11/2025	8.5		
2025-09-15	Cinda Roberts	CO	L5323	Duplicate "Copy of Record" (2 bins)	8/19/2025-9/15/2025	17		
2025-09-15	Jan Kane	DX	L3004	Teacher Council Member Election Records (V)	4/2019-4/2022	<0.5		
2025-09-15	Jan Kane	DX	L5323	Duplicate Copy of Records	7/8/2025-9/15/2025	13.5		
2025-09-16	Nicole Smith	CO	L2027	Employment Applications (Hired & Unhired)	2018-2023	4		
2025-09-16	Sherry Taylor	RR	L5323	Duplicate "Copy of Record" (2 bins)	8/5/2025-8/29/2025	17		
2025-09-25	Kristi Mills	CO	L2041	PD Verification Forms	SY 2022-2024	1		
2025-09-25	Kristi Mills	CO	L5323	Duplicate Copy of Record	SY 2021-2023	1		
2025-09-26	Jennifer Smith	CO	L5298	Bid Files - Successful (V)	5/01/2000 - 6/30/2003		0.0912 GB	

2025-09-26	Jennifer Smith	CO	L5298	Bid Files - Successful	07/01/2018 - 06/30/2022	2	
2025-09-26	Jennifer Smith	CO	L5299	Bid Files - Unsuccessful	07/01/2018 - 10/31/2021	4.5	
2025-09-29	Sherry Taylor	RR	L5323	Duplicate "Copy of Record" (2 bins)	08/29/2025 - 09/29/2025	17	
2025-09-30	Nicole Smith	CO	L2028	Classified Personnel Files (Separated Employees)	SY 2017-2021	2.5	
2025-10-01	Matthew Winkler	KCSD	L6463	Facilities Surveillance Video/Audio Recordings	August 2025		1170 TB
2025-10-02	Todd Dupin, DPP	KCSD	L1947	Teachers Record of Daily Attendance	SY 2003-2004	5.2	
2025-10-02	Todd Dupin, DPP	KCSD	L1947	Teachers Record of Daily Attendance	SY 2004-2005	1.95	
2025-10-02	Todd Dupin, DPP	KCSD	L1948	Monthly Attendance Report	SY 2003-2004	5.2	
2025-10-02	Todd Dupin, DPP	KCSD	L1948	Monthly Attendance Report	SY 2004-2005	1.95	
2025-10-02	Todd Dupin, DPP	KCSD	L5357	Nonresident Student Applications	SY 2019-2020	0.65	
2025-10-02	Todd Dupin, DPP	KCSD	L5796	Homeschool Applications	SY 2017-2019	1.3	
2025-10-02	Todd Dupin, DPP	KCSD	L5796	Homeschool Applications	SY 2019-2020	0.65	
2025-10-06	Cindy Albright	SOC	L5323	Duplicate "Copy of Record"	9/9/2025-10/6/2025	17	
2025-10-06	Cinda Roberts	CO	L5323	Duplicate "Copy of Record" (2 bins)	9/16/2025-10/6/2025	17	
2025-10-06	Cynthia Casson	WT	L5323	Duplicate "Copy of Record"	8/11/25 to 10/6/25	17	
2025-10-06	Shelley Beers	KN	L5323	Duplicate "copy of record"	9/10/2025-10/6/2025	7.5	
2025-10-06	Tracy Hamm	SC	L5323	Duplicate "Copy of Record"	09/09/2025-10/06/2025	8.5	
2025-10-06	Cindy Albright	KCSD	L5323	Duplicate "Copy of Record"	12/1/2025-1/23/2026	17	
2025-10-07	Arron Baker	SK	L2372	Student Cumulative Health Record	SY2015	15	
2025-10-07	Arron Baker	SK	L2363	Student Cumulative Record File (V)	SY2015	15	
2025-10-07	Arron Baker	SK	L2372	Student Cumulative Health Record	SY2016	15	
2025-10-07	Arron Baker	SK	L2363	Student Cumulative Record File (V)	SY2016	15	
2025-10-07	Arron Baker	SK	L2372	Student Cumulative Health Record	SY2017	15	
2025-10-07	Arron Baker	SK	L2363	Student Cumulative Record File (V)	SY2017	15	
2025-10-07	Arron Baker	SK	L2363	Student Cumulative Record File (V)	SY2020	15	
2025-10-07	Arron Baker	SK	L2363	Student Cumulative Record File (V)	SY2021	15	
2025-10-07	Arron Baker	SK	L2363	Student Cumulative Record File (V)	SY2022	15	
2025-10-07	Arron Baker	SK	L2368	Standardized Tests and Results	SY1998-2021	435	
2025-10-08	Misty Jones	CO	L2014	Audio/Video Recordings of Official Meetings (Audio)	August 2025		97349 (KB)
2025-10-10	Ellen Zimmer	CO	L5249	Government Grant Program Files (V)	SY2010-SY2022	2	
2025-10-10	Ellen Zimmer	CO	L5302	Grant Administration File (V)	SY2016-SY2019	0.5	
2025-10-16	Ellen Zimmer	KCSD	L2041	Professional Development Teacher Registration	SY2019-SY2024	0.5	
2025-10-17	Jackie Zwick	VLC	L5323	Duplicate "Copy of Record"	SY 2019-2025	6	
2025-10-22	Troy Roberts	SK	L2319	KY High School Athletic Association Transfer	5/31/2017-10/28/2024	1	
2025-10-24	Mandy Mangan	TM	L5323	Duplicate "Copy of Record"	SY 2023 - SY 2025	5	
2025-10-24	Mandy Mangan	TM	L5323	Duplicate "Copy of Record"	SY 2023 - SY 2025		4.71 MB
2025-10-27	Michele Thornberry	CA	L5323	Duplicate "Copy of Record"	9/1/2025-10/24/2025	8.5	
2025-10-27	Nicole Smith	CO	L5343	Personnel File	1940-2020	140	
2025-10-27	Nicole Smith	CO	L5348	Kentucky Teacher Internship Program File	1979-2017	5.5	
2025-10-27	Nicole Smith	CO	L6473	Employment Eligibility Verification Form(I-9 Form)	1987-2017	1.5	
2025-10-27	Nicole Smith	CO	L5312	Open Records Request for Inspection/Disposition Record	1979-2018	5	
2025-10-27	Nicole Smith	CO	L6384	Unemployment Insurance Claim File	1982-2018	1	
2025-10-27	Nicole Smith	CO	L2038	Performance Evaluation Plan for District Certified Personnel/Admini	2013-2015	2	
2025-10-27	Nicole Smith	CO	L2639	Complaints Against Staff-Substantiated	1970-2017	1	
2025-10-29	Karla Allison	CO	L2372	Student Cumulative Health Record (vision screens)	SY 2006-2018	0.5	
2025-10-29	Karla Allison	CO	L4465	Faculty Meetings minutes (Nurse Meetings)	SY 2011-2022	0.5	
2025-11-01	Matthew Winkler	KCSD	L6463	Facilities Surveillance Video/Audio Recordings	September 2025	1170	
2025-11-03	Alice Flick	FW	L1958	Daily Student Attendance Record-by school first 10 day	SY 2017-2018	5	

2025-11-03	Alice Flick	FW	L1960	Student Absentee Information file	SY 2017-2018	5	
2025-11-03	Alice Flick	FW	L5335	Student Entry and Exit log	SY 2017-2018	5	
2025-11-03	Alice Flick	FW	L3158	Parent's/Guardian's Request for Student's Early Dismissal from Sch	SY 2017-2018	5	
2025-11-03	Alice Flick	FW	L6467	Educational Enhancement Opportunity Request(student)	SY 2017-2018	5	
2025-11-03	Alice Flick	FW	L2636	Teacher plan book	SY 2014-2015	2	
2025-11-03	Alice Flick	FW	L2636	Teacher Plan book	SY 2015-2016	2	
2025-11-03	Alice Flick	FW	L1958	Daily Student Attendance Record-by school first 10 day	SY 2018-2019	5	
2025-11-03	Alice Flick	FW	L1960	Student Absentee Information file	SY 2018-2019	5	
2025-11-03	Alice Flick	FW	L5335	Student Entry Exit log	SY 2018-2019	5	
2025-11-03	Alice Flick	FW	L3158	Parent/Guardian Request for Student's Early Dismissal from school	SY 2018-2019	5	
2025-11-03	Alice Flick	FW	L6467	Educational Enhancement Opportunity Request(student)	SY 2018-2019	5	
2025-11-03	Alice Flick	FW	L2636	Teacher Plan Book	SY 2018-2019	2	
2025-11-03	Alice Flick	FW	L4496	Open Enrollment applicatiions	SY 2018-2019	25	
2025-11-03	Alice Flick	FW	L5357	Tuition forms	SY 2018-2019	25	
2025-11-03	Alice Flick	FW	L6902	Field Trip Permission Form	SY 2019-2020	25	
2025-11-03	Alice Flick	FW	L4492	Volunteer/Parent Meeting/Visitor Sign in/out Sheets	SY 2019-2020	25	
2025-11-03	Alice Flick	FW	L4492	Volunteer/Parent Meeting/Visitor Sign in/out Sheets	SY 2020-2021	25	
2025-11-03	Alice Flick	FW	L4492	Volunteer/Parent Meeting/Visitor Sign in/out Sheets	SY 2021-2022	25	
2025-11-03	Alice Flick	FW	L4492	Volunteer/Parent Meeting/Visitor Sign in/out Sheets	SY 2022-2023	25	
2025-11-03	Alice Flick	FW	L4492	Volunteer/Parent Meeting/Visitor Sign in/out Sheets	SY 2017-2018	25	
2025-11-03	Alice Flick	FW	L4492	Volunteer/Parent Meeting/Visitor Sign in/out Sheets	SY 2018-2019	25	
2025-11-03	Brandy Woolum	WD	L5323	Duplicate "Copy of Record"	08/2025-10/2025	10	
2025-11-03	Brandy Woolum	WD	L5323	Duplicate "Copy of Record"	08/2025-10/2025	10	
2025-11-04	Vanessa Due	PN	L5323	Duplicate Copy of Records	October 2025	4	
2025-11-06	Tracy Hamm	SC	L5323	Duplicate "Copy of Record"	10/07/2025-11/05/2025	8.5	
2025-11-06	Todd Dupin	KCSD	L4472	Facility Use Contracts	SY 2017-2022	1.5	
2025-11-06	Todd Dupin	KCSD	L2924	Student Suspension, Expulsion & Dismissal Files	SY 2018-2020	2.5	
2025-11-06	Todd Dupin	KCSD	L1968	Home/Hospital Certification for Enrollment (Application)	SY 2017-2024	1.5	
2025-11-06	Todd Dupin	KCSD	L4475	Home/Hospital Program Annual Report	SY 2017-2022	1	
2025-11-07	Missy Rice	BG	L5323	Duplicate Records "Copy of Record"	9/9/25 to 11/5/25	5	
2025-11-07	Misty Jones	CO	L2014	Audio/Video Recordings of Official Meetings (Audio)	September 2025		54246 KB
2025-11-07	Kelly Blevins	CO	L2644	Juvenile Court Records	SY 2011-2020	17.5	
2025-11-10	Jan Kane	DX	L5323	Duplicate Copy of Records	9/15/2025-11/10/2025	10.5	
2025-11-10	Jan Kane	DX	L5323	Duplicate Copy of Records	9/15/2025-11/10/2025	10.5	
2025-11-11	Susan Bentle	CO	L5237	PAYROLL DEDUCTION REPORTS	FY2016 - FY2018	1.3	
2025-11-11	Susan Bentle	CO	L5264	EMPLOYEE DIRECT DEPOSIT AUTHORIZATION	FY2013 - FY2016	1.3	
2025-11-11	Susan Bentle	CO	L5294	ACCOUNTS PAYABLE FILE	FY2015	6.5	
2025-11-11	Susan Bentle	CO	L5341	STUDENT ACTIVITY FUND FILES	FY2010 - FY2015	1.3	
2025-11-11	Susan Bentle	CO	L5294	ACCOUNTS PAYABLE FILE	FY2014 - FY2015	1.3	
2025-11-11	Susan Bentle	CO	L5274	JOURNALS	FY2014 - FY2015	1.3	
2025-11-11	Susan Bentle	CO	L5294	ACCOUNTS PAYABLE FILE	FY2014 - FY2015	22.1	
2025-11-11	Susan Bentle	CO	L5119	PAYROLL UPDATE FORMS	FY2017 - FY2018	2.6	
2025-11-11	Susan Bentle	CO	L5237	PAYROLL DEDUCTION REPORTS	FY2012 - FY2014	1.3	
2025-11-11	Susan Bentle	CO	L5270	EMPLOYERS QUARTERLY FEDERAL INCOME TAX RETURN	FY2011 - FY2014	2.6	
2025-11-11	Karla Allison	CO	L6637	Staff Agreement Forms (AED Compliance)	7/1/2023-8/30/2023	0.5	
2025-11-12	Cinda Roberts	CO	L5323	Duplicate "Copy of Record" (2 bins)	10/7/2025-11/10/2025	17	
2025-11-12	Cinda Roberts	CO	L5323	Duplicate "Copy of Record" (6-additional boxes)	10/7/2025-11/10/2025	12	
2025-11-17	Susan Bentle/Erin Harlow	CO	L5282	ACCOUNTS RECEIVABLE FILE	FY2013-2018	8.45	

2025-11-17	Susan Bentle/Erin Harlow	CO	L5282	ACCOUNTS RECEIVABLE FILE	FY2020	1.17	
2025-11-17	Susan Bentle/Erin Harlow	CO	L5274	JOURNALS	FY2013-2018	1.17	
2025-11-17	Susan Bentle/Erin Harlow	CO	L5274	JOURNALS	FY2020	13	
2025-11-17	Susan Bentle/Erin Harlow	CO	L5260	TIME AND ATTENDANCE RECORD FILE	FY2019	1.3	
2025-11-17	Susan Bentle/Erin Harlow	CO	L5260	TIME AND ATTENDANCE RECORD FILE	FY2017	65	
2025-11-17	Susan Bentle/Erin Harlow	CO	L5279	ASSET EQUIPMENT INVENTORY FILE	FY2017-2020	2.6	
2025-11-17	Susan Bentle/Erin Harlow	CO	L5270	EMPLOYER'S QUARTERLY FEDERAL INCOME TAX RETURN	2014-2017	33	
2025-11-17	Susan Bentle/Erin Harlow	CO	L5237	PAYROLL DEDUCTION REPORTS (MONTHLY & PAY PERIOD)	2014-2017	98	
2025-11-17	Susan Bentle/Erin Harlow	CO	L5268	EMPLOYER'S MONTHLY RETURN OF INCOME TAX WITHHLED	2014-2017	64	
2025-11-17	Susan Bentle/Erin Harlow	CO	L5294	ACCOUNTS PAYABLE FILE	FY2014-2018	70.2	
2025-11-17	Susan Bentle/Erin Harlow	CO	L5119	PAYROLL UPDATE FORMS	FY2000-2015	1.95	
2025-11-17	Susan Bentle/Erin Harlow	CO	L5119	PAYROLL UPDATE FORMS	FY2018-2020	14.43	
2025-11-17	Nicole Smith	CO	L5800	Family and Medical Leave Record File	1982-2021	4	
2025-11-18	Cinda Roberts	CO	L5323	Duplicate "Copy of Record" (2 bins)	11/11/25-11/17/2025	17	
2025-11-18	Malina Basler	CO	L2639	Complaints Against Staff- Substantiated	7/2013-8/2020	0.162	
2025-11-18	Malina Basler	CO	L6454	Complaints Against Staff- Unsubstantiated	3/2017-9/2022	0.081	
2025-11-18	Shelley Simpson	CO	L5323	Duplicate Copy of Record	SY 2018/19- 2022/23	1.875	
2025-11-18	Shelley Simpson	CO	L5576	Student Application for Program- Student Not Accepted	SY 2018/19-2022/23	0.625	
2025-11-19	Jackie Zwick	KCSD	L5323	Duplicate "Copy of Record"	8-25 to 11-25	1.5	
2025-11-21	Elissa Baker	SV	L5323	Duplicate "Copy of Record"	4/21/2025-8/11/2025	17	
2025-11-24	Sherry Taylor	RR	L5323	Duplicate "Copy of Record" (2 bins)	09/29/2025 - 10/30/2025	17	
2025-11-24	Cinda Roberts	CO	L5323	Duplicate "Copy of Record" (2 bins)	11/18/2025-11/24/2025	17	
2025-11-25	NicoleSmith	CO	L6471	Employment Verification Form	5/13/2011-6/30/2023	27	
2025-11-25	Andi Tekulve	HN	L6637	STAFF AGREEMENT/SIGN OFFS	SY 2021-2022	75	
2025-11-25	Andi Tekulve	HN	L6637	STAFF AGREEMENT/SIGN OFFS	SY2022-2023	25	
2025-11-25	Andi Tekulve	HN	L5287	BUDGET WORK PAPERS	SY 2021-2022	25	
2025-11-25	Andi Tekulve	HN	L5287	BUDGET WORK PAPERS	SY 2019-2020	25	
2025-11-25	Andi Tekulve	HN	L5275	AUDIT TRAIL LISTS	SY 2019-2020	25	
2025-11-25	Andi Tekulve	HN	L5275	AUDIT TRAIL LISTS	SY 2020-2021	25	
2025-11-25	Andi Tekulve	HN	L5323	DUPLICATE COPY OF RECORDS	SY 2020-2021	25	
2025-11-25	Andi Tekulve	HN	L5323	DUPLICATE COPY OF RECORDS	SY 2021-2022	25	
2025-11-25	Andi Tekulve	HN	L5323	DUPLICATE COPY OF RECORDS	SY 2022-2023	25	
2025-11-25	Andi Tekulve	HN	L5323	DUPLICATE COPY OF RECORDS	SY 2023-2024	25	
2025-11-25	Elissa Baker	SV	L5323	Duplicate "Copy of Record"	8/11/2025-10/6/2025	13	
2025-11-26	Zimmer	CO	L5249	Government Grant Program Files (V)	SY 2013-2020	0.75	
2025-11-26	Zimmer	CO	L5326	Preschool Student Files	SY 2019-2021	1.5	
2025-12-01	Matthew Winkler	KCSD	L6463	Facilities Surveillance Video/Audio Recordings	October 2025	1170	
2025-12-01	Tracy Hamm	SC	L5323	Duplicate "Copy of Record"	11/06/2025-12/01/2025	8.5	
2025-12-01	Elissa Baker	SV	L5323	Duplicate "Copy of Record"	10/6/2025-12/1/2025	12.5	
2025-12-03	Misty Jones	CO	L2014	Audio/Video Recordings of Official Meetings (Audio)	10/06/2025		19932 (KB)
2025-12-03	Tammy Pugh	CO	L5239	Student Medicaid and Health Services files	2010-2015	5	
2025-12-03	Katherine Decker	HN	L5323	Duplicate "Copy of Record"	08/14/2025 - 12/03/2025	0.5	
2025-12-03	Amanda Mangan	TM	L5323	Duplicate "Copy of Record"	SY2020-SY2021	2.25	
2025-12-03	Amanda Mangan	TM	L2408	Field Trip Request File	SY2016-SY2020	25	
2025-12-03	Amanda Mangan	TM	L4496	Request to Attend School out of Attendance District or School District	SY2017-SY2020	50	
2025-12-04	Nicole Smith	CO	L6638	Leave Affidavit	8/21/2018-6/1/2021		121 MB
2025-12-04	Nicole Smith	CO	L5260	Time and Attendance Record File	7/1/2009-6/30/2016		1004 MB
2025-12-08	Cinda Roberts	CO	L5323	Duplicate "Copy of Record" (2 bins)	12/02/2025-12/08/2025	17	

2025-12-09	ERIN HARLOW	CO	L5119	Payroll Update Forms	FY2008-2010	5.2
2025-12-09	ERIN HARLOW	CO	L5119	Payroll Update Forms	FY2012	14.3
2025-12-09	ERIN HARLOW	CO	L5119	Payroll Update Forms	FY2015	3.9
2025-12-09	ERIN HARLOW	CO	L5260	Time and Attendance Record File	FY2019-2023	24.05
2025-12-09	ERIN HARLOW	CO	L5260	Time and Attendance Record File	FY2012	1.3
2025-12-09	ERIN HARLOW	CO	L5261	Individual Payroll Authority File	FY2019-2021	4.55
2025-12-09	ERIN HARLOW	CO	L5261	Individual Payroll Authority File	FY2008-2010	5.2
2025-12-09	ERIN HARLOW	CO	L5268	Employer's Monthly Return of Income Tax Withheld	FY2014-2015	5.2
2025-12-09	ERIN HARLOW	CO	L5268	Employer's Monthly Return of Income Tax Withheld	2018	43
2025-12-09	ERIN HARLOW	CO	L5263	Tax Payment Report Worksheet	2018	43
2025-12-09	ERIN HARLOW	CO	L5270	Employer's Quarterly Federal Income Tax Return	2018	44
2025-12-09	ERIN HARLOW	CO	L5279	Asset Equipment Inventory File	FY2013-2016	5.2
2025-12-09	ERIN HARLOW	CO	L5281	Periodic Audits (Daily, Mntly or Quarterly)	FY2014-2021	1.3
2025-12-09	ERIN HARLOW	CO	L5283	Banking Records File	FY2009-2010	2.6
2025-12-09	Erin Harlow	CO	L5237	Payroll Deduction Reports (Monthly & Pay Period)	FY2010-2012	1.3
2025-12-09	Erin Harlow	CO	L5237	Payroll Deduction Reports (Monthly & Pay Period)	FY2015	1.3
2025-12-09	Erin Harlow	CO	L5237	Payroll Deduction Reports (Monthly & Pay Period)	FY2018-2021	2.6
2025-12-09	Erin Harlow	CO	L5282	Accounts Receivable File	FY2019	1.3
2025-12-09	Erin Harlow	CO	L5282	Accounts Receivable File	FY2021	1.3
2025-12-09	Erin Harlow	CO	L5294	Accounts Payable File	FY2019-2021	80.6
2025-12-15	Cinda Roberts	CO	L5323	Duplicate "Copy of Record" (2 bins)	12/09/2025-12/15/2025	17
2025-12-15	Cinda Roberts	CO	L5323	Duplicate "Copy of Record" (4 boxes)	12/09/2025-12/15/2025	10
2025-12-15	Brandy Woolum	WD	L5323	Duplicate "Copy of Record"	11/2025-12/2025	8
2025-12-15	Nicole Smith	CO	L4473	Worker's Compensation and Insurance Claims and Report File	SY 2017-2019	132.4
2025-12-15	Nicole Smith	CO	L5125	Volunteer Background Check	SY 2012-2018	1
2025-12-15	Nicole Smith	CO	L6384	Unemployment Insurance Claim File	SY 2020	28
2025-12-15	Amanda Mangan	TM	L2755	Leave Requests	SY 2017- SY 2021	25
2025-12-15	Amanda Mangan	TM	L6466	Substitute Teacher Sign-in/Sign-out Form	SY 2016- SY 2021	25
2025-12-15	Amanda Mangan	TM	L5260	Time and Attendance Record File	SY 2015 - SY 2021	50
2025-12-15	Brandy Woolum	WD	L5323	Duplicate "Copy of Record"	11/2025-12/2025	8
2025-12-18	Elizabeth Hon	SK	L6907	Completed Medication Administration Checklist	SY 2018-2023	5
2025-12-18	Elizabeth Hon	SK	L3021	Authorization to Give Medication	SY 2018-2023	2.5
2025-12-18	Elizabeth Hon	SK	L6908	Health Office Visit File	SY 2018-2023	5
2025-12-18	Todd Dupin	KCSD	5249	Government Grant Program Files	SY 2018-2022	0.5
2025-12-19	Michele Thornberry	CA	L5323	Duplicate "Copy of Record"	10/25/2025-12/18/2025	8.5
2025-12-19	Alice Flick	FW	L5323	Duplicate "Copy of Record" - 5th Grade Cumulative Folders	SY 2017-2026	1
2025-12-19	Vanessa Due	PN	L5323	Duplicate Copy of Record	December 2025	4
2026-01-01	Matthew Winkler	KCSD	L6463	Facilities Surveillance Video/Audio Recordings	November 2025	1170
2026-01-05	Beth Hathaway	RY	L5302	Grants Administration File	SY 2007-2015	1.5
2026-01-05	Beth Hathaway	RY	L6466	Substitute Teacher Sign-in/Sign-out form	SY 2015-2016	5
2026-01-05	Beth Hathaway	RY	L5260	Time and Attendance Record File (V)	SY 2015-2016	5
2026-01-05	Beth Hathaway	RY	L4496	Request to Attend School out of Attendance District or School District	SY 2015-2016	5
2026-01-05	Beth Hathaway	RY	L4412	Professional Staff Development Program Files	SY 2016-2020	5
2026-01-05	Beth Hathaway	RY	L4472	Buildings, Grounds, and Facilities Usage and Rental Application File (V)	SY 2014-2015	5
2026-01-05	Jan Kane	DN	L5323	Duplicate Copy of Records	11/10/2025-1/5/2026	5.5
2026-01-05	CINDA ROBERTS	CO	L5323	Duplicate "Copy of Record" (2 bins)	12/15/2025-01/05/2026	17
2026-01-05	CINDA ROBERTS	CO	L5323	Duplicate "Copy of Record" (2 bins)	12/15/2025-01/05/2026	17
2026-01-06	Misty Jones	CO	L2014	Audio/Video Recordings of Official Meetings (Audio)	November 2025	31,894 KB

2026-01-06	Arron Baker	SK	L2001	Special Education Due Process Student Folder (V)	SY2014-2022	20	
2026-01-06	Tracy Hamm	SC	L5323	Duplicate "Copy of Record"	11/06/2025-12/01/2025	8.5	
2026-01-23	Tammie Groesch	RY	L2457	Student Activities Budget Form	SY 2021-2022	2	
2026-01-23	Tammie Groesch	RY	L5281	Periodic Audits (Daily, Monthly or Quarterly)	SY 2021-2022	1	
2026-01-23	Tammie Groesch	RY	L5282	Accounts Receivable File	SY 2021-2022	4	
2026-01-23	Tammie Groesch	RY	L5283	Banking Records File	SY 2021-2022	3	
2026-01-23	Tammie Groesch	RY	L5286	Budget Draft/Proposal	SY 2021-2022	4	
2026-01-23	Tammie Groesch	RY	L5294	Accounts Payable File	SY 2021-2022	2	
2026-01-23	Tammie Groesch	RY	L5296	PurchaseOrder/Requisition Reference and Tracking Instruments	SY 2021-2022	1.1	
2026-01-23	Tammie Groesch	RY	L2458	Fund Raising Activity Request Form	SY 2021-2022	1	
2026-01-23	Tammie Groesch	RY	L5232	Duplicate "Copy of Record" (1 bin)	1/5/2026-1/23/2026	3	
2026-01-23	Missy Rice	BG	L5323	Duplicate "Copy of Record"	11/6/25 to 1/26/26	8.5	
2026-01-23	Cynthia Casson	WT	L5323	Duplicate "Copy of Record"	10-6-25 to 1-23-26	17	
2026-01-23	Cynthia Casson	WT	L5323	Duplicate "Copy of Record"	10-6-25 to 1-23-26	17	
2026-01-23	Cindy Albright	KCSD	L5323	Duplicate "Copy of Record"	12/1/2025-1/23/2026	17	
2026-01-23	Elissa Baker	SV	L5323	Duplicate "Copy of Records"	12/1/2025-1/23/2026	17	
2026-01-26	Tracy Hamm	SC	L5323	Duplicate "Copy of Record"	11/06/2025-12/01/2025	8.5	
2026-02-01	Matthew Winkler	KCSD	L6463	Facilities Surveillance Video/Audio Recordings	December 2025	1170	
2026-02-02	Cinda Roberts	CO	L5323	Duplicate "Copy of Record" (3 bins)	01/06/2026-02-02-2026	25.5	
2026-02-03	Alice Flick	FW	L1958	Daily Student Attendance Record-by school first 10 day	SY 2019-2023	1.5	
2026-02-03	Alice Flick	FW	L1960	Student Absentee Information file	SY 2019-2023	1.5	
2026-02-03	Alice Flick	FW	L6467	Educational Enhancement Opportunity Request(student)	SY 2019-2023	1.5	
2026-02-03	Alice Flick	FW	L3158	Parent's /Guardian's Request for Student's Early Dismissal from Sci	SY 2019-2023	1.5	
2026-02-03	Alice Flick	FW	L5335	Student Entry Exit Log	SY 2019-2023	1.5	
2026-02-03	Alice Flick	FW	L4496	Request to Attend School out of Attendance District or School Distri	SY 2014-2023	1	
2026-02-03	Alice Flick	FW	L5357	Non-Resident Student Application	SY 2014-2023	1	
2026-02-03	Alice Flick	FW	L2636	Teacher Plan Book	SY 2014-2015	2.5	
2026-02-03	Alice Flick	FW	L5342	Volunteer Participation file	SY 2016-2017	15	
2026-02-03	Alice Flick	FW	L6905	Field Trip Permission form	SY 2020-2021	15	
2026-02-05	Misty Jones	CO	L2014	Audio/Video Recordings of Official Meetings (Audio)	December 2025		0.2136 (GB)
2026-02-06	Katherine Decker	HN	L5323	Duplicate Copy of Record	04/08/2025 - 02/05/2026	41	
2026-02-10	Michele Thornberry	CA	L5323	Duplicate Records "Copy of Record"	12/19/2025-2/09/2026	8.5	
2026-02-23	Shelley Beers	KN	L5323	Duplicate "copy of record"	10/7/2025 - 02/22/2026	7	
2026-02-23	Tammie Groesch	RY	L5232	Duplicate "Copy of Record" (1 bin)	1/23/2026-2/23/2026	1	
2026-02-23	Cindy Albright	SOC	L5323	Duplicate "Copy of Record"	1/24/2026-2/23/2026	17	
2026-02-23	Missy Rice	BG	L5323	Duplicate Records "Copy of Record"	1-24-2026 to 2-23-2026	6	
2026-02-23	Tracy Hamm	SC	L5323	Duplicate "Copy of Record"	11/06/2025-12/01/2025	8.5	
2026-02-27	Stephanie Zieglmeyer	NKYDC	L5323	DUPLICATE "COPY OF RECORD"	Jan-Feb 2026	1	
2026-03-02	Misty Jones	CO	L2014	Audio/Video Recordings of Official Meetings (Audio)	January 2026		0.0756 (GB)
2026-03-02	Cinda Roberts	CO	L5323	Duplicate "Copy of Record" (3 bins)	2/03/2026-3/02/2026	25.5	
2026-03-02	Jan Kane	DX	L5323	Duplicate Copy of Records	01/05/2026-03/02-2026	5.5	
2026-03-05	Paula Rust	KCSD	L2041	Professional Development Teacher Registration	FY 2010-2011	0.5	
2026-03-12	Nicole Smith	CO	L2025	Applications-Persons Not Hired	9/1978-12/2014	1	
2026-03-12	Nicole Smith	CO	L5343	Personnel File (Termed Employee Files)	1940-1965	5	
2026-03-12	Nicole Smith	CO	L4466	Personnel Files - correspondence, evaluations	2014-2015	2.5	
2026-03-17	Lois McCubbin, BSN, RN	HN	L6908	Health Office Visit File	SY 2022-2023	0.5	
2026-03-17	Lois McCubbin, BSN, RN	HN	L6908	Health Office Visit File	SY 2023-2024	0.5	
2026-03-17	Lois McCubbin, BSN, RN	HN	L3021	Medication Authorization	SY 2023-2024	0.5	

2026-03-23	Melissa Lemming	RY	L5323	Duplicate "Copy of Record"	2020-2026	2.5	
2026-03-23	Tammie Groeschel	RY	L5232	Duplicate "Copy of Record" (1 bin)	2/23/2026-3/23/2026	5	
2026-03-23	Cindy Albright	SOC	L5323	Duplicate "Copy of Record"	2/24/2026-3/23/2026	17	
2026-03-23	Cynthia Casson	WT	L5323	Duplicate "Copy of Record"	1-23-2026 to 3-23-2026	17	
2026-03-23	Tracy Hamm	SC	L5323	Duplicate "Copy of Record"	11/06/2025-12/01/2025	8.5	
2026-03-23	Elissa Baker	SV	L5323	Duplicate "Copy of Record" from 8th grade cumulative folders	7/1/2023-3/23/2026	5	
2026-03-23	Elissa Baker	SV	L5323	Duplicate "Copy of Record"	1/23/2026-3/23/2026	16	
2026-04-06	Misty Jones	CO	L2014	Audio/Video Recordings of Official Meetings (Audio)	February 2026		48,806 KB
2026-04-06	Cinda Roberts	CO	L5323	Duplicate "Copy of Record" (3 bins)	03/03/2026-04/06/2026	25.5	
2026-04-15	Michele Thornberry	CA	L5323	Duplicate Records "Copy of Record"	2/10/2026-4/15/2026	8.5	
2026-04-20	Cindy Albright	SOC	L5323	Duplicate "Copy of Record"	3/24/2026-4/20/2026	17	
2026-04-20	Shelley Beers	KN	L2368	Standardized Tests and Results (Aptitude, Achievement, Academic,	8/2016-5/2022	7.5	
2026-04-20	Shelley Beers	KN	L5323	Duplicate "Copy of Record"	2/2026-4/2026	7.5	
2026-04-20	Tammie Groeschel	RY	L5232	Duplicate "Copy of Record" (1 bin)	3/23/2026-4/20/2026	0.5	
2026-04-20	Tracy Hamm	SC	L5323	Duplicate "Copy of Record"	3/24/26-4/20/26	8.5	
2026-04-20	Missy Rice	BG	L5323	Duplicate Records "Copy of Record"	02/24/2026-4/20/2026	8	
2026-04-27	Cinda Roberts	CO	L5323	Duplicate "Copy of Record" (3 bins)	04/07/2026-04/27/2026	25.5	
2026-05-04	Katherine Decker	HN	L5323	Duplicate "Copy of Record" from 5th grade cumulative folders	7/1/2021 - 5/1/2026	2	
2026-05-04	Katherine Decker	HN	L5323	Duplicate "Copy of Record" from previous "End of Year" documents	8/23/2017 - 6/1/2024	1	
2026-05-04	Katherine Decker	HN	L5357	Non-Resident Student Application	SY 2023-2024	0.5	
2026-05-04	Katherine Decker	HN	L6467	Educational Enhancement Opportunity Request (Student	SY 2024-2025	0.5	
2026-05-04	Katherine Decker	HN	L2378	Parent notes, Requests, Permissions (bus notes, absence notes, et	8/23/2017-6/1/2024	1.5	
2026-05-11	Misty Jones	CO	L2014	Audio/Video Recordings of Official Meetings (Audio)	March 2026		52420 KB
2026-05-18	Cynthia Casson	WT	L5323	Duplicate "Copy of Record"	10-6-2025 to 1-23-2026	17	
2026-05-18	Beth Hathaway	RY	L5232	Duplicate "Copy of Record" (1 bin)	4/20/2026-5/18/2026	1	
2026-05-18	Tracy Hamm	SC	L5323	Duplicate "Copy of Record"	4/21/2026-05/18/2026	8.5	
2026-05-20	Dee North, RN	CA	L6908	Health Office Visit File	SY 2024-2025	2.5	
2026-05-20	Elissa Baker	SV	L5323	Duplicate "Copy of Record" Special Education files	7/1/2020-7/1/2022	5	
2026-05-20	Elissa Baker	SV	L5323	Duplicate "Copy of Record"	3/23/2026-5/20/2026	20	
2026-05-20	Elissa Baker	SV	L5323	Duplicate "Copy of Record" Special Education files	7/1/2020-7/1/2022	5	
2026-05-20	Elissa Baker	SV	L5323	Duplicate "Copy of Record"	3/23/2026-5/20/2026	20	
2026-05-21	K. Dixon	FW	L3021	Authorization to give medication	SY 2024-2025	0.5	
2026-05-21	K. Dixon	FW	L6908	Health Office visit	SY2023-2024	1	
2026-05-21	K. Dixon	FW	L5323	Duplicate "copy of record"	SY 2024-2025	1	
2026-05-22	Carla Williamson, RN	BG	L3201	Authorization to Give Medication	SY 2024-2025	0.5	
2026-05-22	Carla Williamson, RN	BG	L5841	Parent Notification of Pupil Visit to Nurse	SY 2024-2025	1	
2026-05-22	Gail Barnhill	CA	L6467	Educational Enhancement Opportunity Request (Student)	SY 2023-2025	0.5	
2026-05-22	Gail Barnhill	CA	L5357	Non-Resident Student Application	SY 2023-2024	0.5	
2026-05-22	Gail Barnhill	CA	L4496	Request to Attend School out of Attendance District or School Distri	SY 2023-2024	0.5	
2026-05-22	Gail Barnhill	CA	L4492	Sign-out Log	SY 2024-2025	0.5	
2026-05-22	Gail Barnhill	CA	L5330	Periodic Attendance Reports	SY 2022-2023	2	
2026-05-22	Gail Barnhill	CA	L2378	Student Parental Permissions, Requests and Consents	SY 2024-2025	2.5	
2026-05-22	Cinda Roberts	CO	L5323	Duplicate "Copy of Record" (3 bins)	4/28/2026-5/22/2026	25.5	
2026-05-22	rachael stowers	KN	L6908	Health office visit file	1/2021-5/2025	9	
2026-05-22	rachael stowers	KN	L3021	Authorization to give medication	8/2021-8/2024	2.5	
2026-05-22	Mandy Mangan	TM	L2443	Monthly Pupil Attendance Report (Prin's Copy)	08/2023 - 06/2024	0.5	
2026-05-22	Mandy Mangan	TM	L1958	Daily Student Attendance Record - By School - First Ten Day	08/2023 - 06/2024	0.25	
2026-05-22	Mandy Mangan	TM	L2385	Student Entry (Sign-In) and Exit (Sign-Out) Log	08/2023 - 06/2024	0.25	

2026-05-22	Meghan Williams RN	WT	L6908	Health Services Office Note	SY 2024-2025	2.5	
2026-05-22	Jennifer Notton	SV	L5260	Time and Attendance Record File	SY 2019-20 and 2020-21	1.5	
2026-05-22	Jennifer Notton	SV	L5283	Banking Records File	SY 2019-20 to 2021-22	1.5	
2026-05-22	Jennifer Notton	SV	L2361	Lunch Menu and Production Record	SY 2019-20 to 2021-22	1.5	
2026-05-22	Jennifer Notton	SV	L1916	Inter-School Transfer Sheet for USDA Commodities	SY 2019-20	0.5	
2026-05-22	Jennifer Notton	SV	L1885	Notice of Delivery of Donated Foods to Schools...	SY 2019-20 to 2021-22	1.5	
2026-05-22	Jennifer Notton	SV	L5367	Pest Control Service Record	SY 2019-20	0.5	
2026-05-22	Jennifer Notton	SV	L4494	Lunchroom Reports-Monthly	SY 2019-20	1	
2026-05-22	Jennifer Notton	SV	L1888	ReportL3477 and Claim for Reimbursement	SY 2020-21	0.5	
2026-05-22	Jennifer Notton	SV	L5294	Accounts Payable File	SY 2021-22	0.5	
2026-05-22	Jennifer Notton	SV	L1888	Report and Claim for Reimbursement	SY 2020-21	0.5	
2026-05-22	Jennifer Notton	SV	L1880	Purchased Food and Milk Inventory	SY 2020-21, 2021-22	0.5	
2026-05-22	Cinda Roberts	CO	L5323	Duplicate "Copy of Record" (3 bins)	4/28/2026-5/22/2026	25.5	
2026-05-26	Katherine Decker	HN	L5323	Duplicate Copy of Record - Census Verification from cumulative fol	SY 2023-2024	0.5	
2026-05-27	Courtney Cooper	TF	L6461	K-Prep Assessment	SY 2019-2021	0.5	
2026-05-27	Courtney Cooper	TF	L2461	Student Discipline Record	August 2018 - May 2024	1	
2026-05-27	Mandy Mangan	TM	L6467	Educational Enhancement Opportunity Request (Student)	08/2023 - 06/2025	0.5	
2026-05-27	Mandy Mangan	TM	L5323	Duplicate "Copy of Record"	08/2025 - 06/2026	10	
2026-05-28	Vanessa Due	PN	L5323	Duplicate "Copy of Record" from 5th grade Cumulative Folders	07/1/2021-05/21/2026	4	
2026-05-28	Vanessa Due	PN	L5323	Duplicate "Copy of Record"	May 2026	8	
2026-05-28	J Schmoll	RR	L5353	Duplicate "Copy of Records" (5th grade cumulative folders)	07/2021-05/2026	2	
2026-05-28	Amanda Mangan	TM	L6454	Complaints Against Staff - Unsubstantiated	08/2022 - 06/2023	0.5	
2026-05-28	Amanda Mangan	TM	L2001	Special Education Due Process Student Folder (Raw Data)	08/2022 - 05/2023	5	
2026-06-01	Michele Thornberry	CA	L5323	Duplicate Records "Copy of Record"	2/10/2026-5/30/2026	17	
2026-06-02	J Schmoll	RR	L6467	Educational Enhancement Opportunity Request	SY 2023-2024	0.25	
2026-06-02	J Schmoll	RR	L4496	Request to attend school out of attendance district	SY 2023-2024	0.5	
2026-06-02	J Schmoll	RR	L6901	Bus Rider Change Notification	SY 2023-2024	0.5	
2026-06-02	J Schmoll	RR	L6466	Substitute Teacher Sign in/out form	SY 2023-2024	0.25	
2026-06-02	J Schmoll	RR	L1960	Student Absentee Information file	SY 2023-2024	1.5	
2026-06-02	J Schmoll	RR	L5335	Student Entry and Exit Log	SY 2023-2024	0.25	
2026-06-02	J Schmoll	RR	L4496	Request to attend school out of attendance district for the 2021-202	2021-2022	1.5	
2026-06-02	J Schmoll	RR	L5260	Time and Attendance Record file (sign in sheets for classified time)	2021-2022	0.5	
2026-06-02	Chris Fossett	TF	2461	Student Discipline Records	2018-2021	2.5	
2026-06-04	Kristi Mills	CO	L2041	Professional Development Teacher Registration	SY 2024-25	0.1	
2026-06-04	Kristi Mills	CO	L5082	Student Test Grades, 9-12, All Subjects	SY 2023-24	0.1	
2026-06-04	Kristi Mills	CO	L5323	Duplicate "Copy of Record"	SY 2023-24	0.3	
2026-06-04	Misty Jones	CO	L2014	Audio/Video Recordings of Official Meetings (Audio)	April 2026		0.029 (GB)
2026-06-06	Missy Rice	BG	L5323	Duplicate Records "Copy of Record"	4/21/2026-6/15/2026	5	
2026-06-06	Missy Rice	BG	L3117	Application Screening Profile	06/1/2019 - 06/01/2023	3	
2026-06-15	Arron Baker	SK	L5357	Non-Resident Student Application	SY2021-2025	2.5	
2026-06-15	Arron Baker	SK	L2372	Student Cumulative Health Record	SY2019-2020	7.5	
2026-06-15	Arron Baker	SK	L2363	Student Cumulative Record File (V)	SY2022-2023	15	
2026-06-15	Arron Baker	SK	L5807	Section 504 Record File (504 plan) (V)	SY2021-2022	2.5	
2026-06-15	Arron Baker	SK	L2368	Standardized Tests and Results	SY2021-2022	2.5	
2026-06-15	Arron Baker	SK	L2637	Class Record Book	SY2022-2024	2.5	
2026-06-15	Cindy Albright	SOC	L5323	Duplicate "Copy of Record"	5/18/26-6/15/2026	17	
2026-06-17	Jennifer Notton	BG	L2361	Lunch Menu and Production Record	2021-2022	0.5	
2026-06-17	Jennifer Notton	BG	L5260	Time and Attendance Record File	2021-2022	0.5	

2026-06-17	Jennifer Notton	BG	L1880	Purchased Food and Milk Inventory	2021-2022	0.5	
2026-06-17	Jennifer Notton	BG	L5283	Banking Records File	2021-2022	0.5	
2026-06-17	Jennifer Notton	BG	L1885	Notice of Delivery of onated Foods to Schools and Other Recipient.	2021-2022	0.5	
2026-06-17	Jennifer Notton	BG	L1890	Lunch Participation Report	2021-2022	0.5	
2026-06-17	Jennifer Notton	BG	L1889	Breakfast Participation Report	2021-2022	0.5	
2026-06-17	Jennifer Notton	BG	L5367	Pest Control Service Record	2021-2022	0.5	
2026-06-17	Jennifer Notton	BG	L1888	Report and Claim for Reimbursement	2021-2022	0.5	
2026-06-26	Malina Basler	CO	L6351	Council Members Training Record File (per school)	6/2011-8/2017	0.14	
2026-06-30	Malina Basler	CO	L5836	Copies of certificate of distribution of written documentation sent to	8/2011-9/2018	0.04	
2026-06-30	Cinda Roberts	CO	L5299	Bid File-Unsuccessful	07/01/2019-06/30/2022	0.75	
2026-07-01	Misty Jones	CO	L2014	Audio/Video Recordings of Official Meetings (Audio)	May 2026		0.73 (GB)
2026-07-01	Karla Allison	CO	L6907	Completed Medication Administration Checklist	SY 2024-2025	2	
2026-07-06	Cinda Roberts	CO	L5279	Asset/Equipment Inventory File (Surplus Auction/Sales Records)	July 2019-March 2023	0.58	
2026-07-13	Cynthia Casson	WT	L5323	Duplicate "Copy of Record"	5-23-2026 to 7-13-2026	17	
2026-07-13	Cindy Albright	SOC	L5323	Duplicate "Copy of Record"	6/16/2026-7/13/2026	17	
2026-08-11	Matthew Winkler	KCSD	L6463	Facilities Surveillance Video/Audio Recordings	January 2026		1170
2026-08-11	Matthew Winkler	KCSD	L6463	Facilities Surveillance Video/Audio Recordings	February 2026		1170
2026-08-11	Matthew Winkler	KCSD	L6463	Facilities Surveillance Video/Audio Recordings	March 2026		1170
2026-08-11	Matthew Winkler	KCSD	L6463	Facilities Surveillance Video/Audio Recordings	April 2026		1170
2026-08-11	Matthew Winkler	KCSD	L6463	Facilities Surveillance Video/Audio Recordings	May 2026		1170
2026-08-11	Matthew Winkler	KCSD	L6463	Facilities Surveillance Video/Audio Recordings	June 2026		1170

Total Volumes Destroyed

8678.97 11,700.002 TB