

RELATIONS WITH COLUMBIA HISTORICAL SOCIETY

The School Board recognizes the importance of the study of history at all levels--world, national, state, and local. The Board also recognizes that the study of history is not possible without the contemporaneous recording of events and the preservation of documents of historical value.

The Columbia Historical Society is a non-profit organization which has as one of its objectives the preservation of materials of historical interest which relate to the geographical area which encompasses the Columbia School District.

The Board recognizes that the School System is an important part of the community and thus is an important segment in the history of the community. It is therefore the policy of the Board that the School System cooperate with the Columbia Historical Society in the following ways:

1. Each year, at the January board meeting, the Board President shall appoint one or more persons, who may or may not be board members, to serve jointly with representatives of the Columbia Historical Society on a School History Committee. Following appointment, the members shall meet at their earliest convenience.
2. Before an employee of the school system destroys any material which may be of historical interest, they shall first contact the School History Committee. This will give the committee an opportunity to determine whether the materials in question should be preserved for their historic value. Such materials may include, but certainly are not limited to, the following:
 - Photographs of students, staff, or school facilities
 - Rosters of students or staff
 - Records of graduation proceedings from high school, eighth grade, or any other grade level
 - Records relating to the purchase or sale of school buildings or real estate
 - Records relating to a change in the geographical area covered by the school district
 - School yearbooks
 - School newspapers or other student publications
3. Each year the school administration shall provide the Columbia Historical Society with a complimentary copy of the following materials:
 - Yearbook from each school which prepares one
 - Graduation programs
 - Roster of students
 - Roster of staff
 - Copies of any school newspapers or magazines
 - Programs for class plays
 - The school district's annual report
4. By accepting materials offered by the School System, the Historical Society agrees to the following:
 - (a) All reasonable efforts shall be made to preserve such materials indefinitely. If it should ever be the intent of the Historical Society to dispose of any of these materials or to remove them from the Columbia School District, the Historical Society shall first offer to return the materials to the School District.

- (b) These materials will be made available for research by students, staff, or the public by contacting an officer of the Historical Society and arranging a mutually convenient time. The Historical Society shall keep the superintendent's office informed of the identities and phone numbers of the current officers of the Historical Society.

Adopted: June 21, 1989

Columbia Local Schools, Columbia Station, Ohio