

FOR DISCUSSION

**Lisle Community Unit School District 202
Board of Education Meeting
June 23, 2025**

SUBJECT: Freedom of Information Act Request

BACKGROUND DATA: The District received Freedom of Information Act request(s) from the following individual(s):

- 1) Sheri Reid, SmartProcure
- 2) CT Mills, Public Info Access LLC
- 3) Aileen Perez, Yami Fresh

The District will respond to all the request(s) within the required timeline.

From: Sheri Reid <sreid@smartprocure.com>

Sent: Monday, June 2, 2025 8:00:09 AM

To: kfilipiak@lisle202.org <kfilipiak@lisle202.org>

Subject: SmartProcure FOIA Request to Lisle Community Unit School District No. 202 For PO/Vendor Information

Dear Keith Filipiak or Custodian of Public Records,

SmartProcure is submitting a commercial FOIA request to the Lisle Community Unit School District No. 202 for any and all purchasing records from 4/1/2025 to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person and their email address

If you would like to let me know what type of financial software you use, I may have report samples that help to determine how, or if, you are able to respond.

As an added security and privacy measure, there will be a unique upload link for any new requests moving forward, including this one. We appreciate your assistance towards this request. You may also attach the information to this email.

<https://upload.smartprocure.com/?id=c2RqPWEyYlZQMDAwMDAwWTAwVVIBUyZzdD1JTCZvcmc9TGlbGVD21tdW5pdHlVbml0U2Nob29sRGlzdHJpY3RObzIwMiZvcmdpZD03MzcxMQ%3D%3D>

If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information.

If you have any questions, please feel free to respond to this email or I can be reached at the phone number below in my signature.

Regards,

Sheri Reid
Data Acquisition Specialist
SmartProcure
Direct: (561) 609-6759

From: CT Mills <esnetworkllc1@gmail.com>
Sent: Wednesday, June 11, 2025 7:41 AM
To: district202foia@lisle202.org
Subject: FOIA Request

Dear FOIA Officer,

Pursuant to the Illinois Freedom of Information Act (5 ILCS 140), I am requesting access to public records in the form of a current staff contact directory for your district. Specifically, I am seeking a list of all school and district-level administrators, including:

- Name
- Title/Position
- Work Email Address
- Work Location (School Name or Central Office)

Please provide this information in electronic format (Excel, CSV, or PDF preferred) if available.

If any clarification is needed, I'm happy to assist. If the records are maintained in a different format, please let me know.

This request is **not** intended for commercial use.

Thank you for your time and assistance.

Sincerely,

CT Mills
Public Info Access LLC
esnetworkllc1@gmail.com

From: Aileen Perez <aileen@yamifresh.com>
Sent: Friday, June 20, 2025 9:19 AM
To: district202foia@lisle202.org
Cc: Sapphire Levi (Yami Fresh) <sapphire@yamifresh.com>; Liat Segal (Yami Fresh) <liat@yamifresh.com>
Subject: FIOA Request

Hello FOIA Officer,

This is a Freedom of Information Act Request.

I request that a copy of the following documents be provided to me: Current Snack/Beverage Vending and Coffee Services contract and/or any previous documents pertaining to the same current services.

To help to determine my status to assess fees, you should know that I am affiliated with a private corporation and am seeking information for use in the company's business. This request is for commercial purpose and use.

I am willing to pay fees for this request up to a maximum of \$10.00. If you estimate that the fees will exceed this limit, please inform me first.

Thank you for your consideration of this request.

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Sincerely,

Aileen Perez
8141 Austin Ave.
Morton Grove, IL 60053

(o) 847.423.2448
www.yamifresh.com

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