

**Maria Gannon, Administrative
Assistant to the Superintendent**
Center Cass School District 66
699 Plainfield Road
Downers Grove, IL 60516



Memo

To: Board of Education
From: Maria Gannon
Date: October 14, 2025
Re: FOIA Request #3

Matt Stockwell
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Phone: (302) 585-3132
1111B S Governors Ave STE 21033
Dover, DE 19904

Pursuant to the Illinois Freedom of Information Act (5 ILCS 140)

The Data Branch is hereby submitting a public records request for purchasing data. Specifically, we request a spreadsheet or equivalent file containing all purchase orders issued between March 1, 2025, and the present.

Scope of Request:

We are seeking all purchase orders issued by any and all departments, schools, divisions, or offices under your school district, including (but not limited to) general administration, curriculum and instruction, facilities and operations, food services, transportation, information technology, and finance/business office.

If a centralized report is not available, we are happy to accept:

- School-level, department-level, or segmented purchasing data
- Any readily available reports
- Or records grouped by school or department, if that is how they are stored

Requested Details (if readily accessible):

- Purchase order number (or equivalent)
- Purchase date
- Vendor ID or name
- Department or issuing entity (if available)
- Line item description
- Quantity
- Unit price
- Total price

The District complied with the request and produced the information.