

227 N. Fourth Street
Geneva, IL 60134
630/463-3011 (office)
630/463-3009 (fax)



Kelley Munch
Communications Coordinator
Geneva School District 304

To: Kent Mutchler, Superintendent
CC: Board of Education, Pam Burgeson
From: Kelley Munch, Communications Coordinator
Date: February 5, 2014
Re: Freedom of Information Act Request(s) and Response(s)

The following is a summary of Freedom of Information Act requests that have been received and responded to by District staff members.

- 1) Bob McQuillan, 2677 Berkshire Drive, Geneva, requested the following records: "I would like to request an electronic copy (DVD) of the video of the January 13, 2014 Finance Committee and Regular Board of Education meetings."

This FOIA was received January 15, 2014, and responded to on January 22, 2014. It took two District employees a total of 1 hour, 45 minutes (\$30.37) to respond to this FOIA.

- 2) Jeremy Ramirez requested the following records: "Teaching experience average per grade level; Level of education average per grade level (indicate bachelors & hours, etc); Average salary per grade level; Illinois state grade card ratings according to state testing."

This FOIA was received January 27, 2014, and responded to on the same day. It took two District employees a total of 20 minutes (\$14.60) to respond to this FOIA.