



Prospect Heights School District 23 Board of Education Information Item

Date: October 8, 2026

Subject: Freedom of Information Act (FOIA) Report

Contact: Amy McPartlin, Assistant Superintendent for Finance & Operations

In accordance with the Open Meetings Act and the Freedom of Information Act, we have the following FOIA requests to report. All requests were responded to by the FOIA Officer within the required timeframe.

Date of Request	Name of Requestor	Request	Date Reported to BOE
09/08/2026	Oshea Smith, Sunlight Access	Electronic summary of purchase orders issued by Prospect Heights School District 23 from March 1, 2026 to July 31, 2026. Include: •Vendor name •Description of purchase or payment •Total price or amount paid	10/08/2026
09/09/2026	Jomer Genite, Data Acquisition Specialist SmartProcure	All current employee/staff contact information: 1. First Name 2. Last Name 3. Position Title 4. Department 5. Direct Phone Number (if does not exist, list main phone number with extension) 6. Business Cell Phone (if provided by Prospect Heights School District 23) 7. Email Address 8. Office Address (Address, City, State, Zip)	10/08/2026
09/30/2026	Victoria Clark, The Data Branch	All purchase orders reflecting purchasing or procurement activity across all departments, divisions, and offices. •Department-level or segmented purchasing data Any readily available reports with:	10/08/2026

		•Records grouped by department, where applicable •Fields of interest (where readily available): •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	
09/30/2026	Jim Tait, Flecks Landscaping, Inc.	Landscaping Services Prior Bid Award Information and Tabulations	10/08/2026
09/30/2026	Public Records Requests Deltek, Inc.	Landscaping Services Prior Bid Award Information and Tabulations	10/08/2026