



River Forest
Public Schools

Administration Building
7776 Lake Street
River Forest, IL 60305
708-771-8282 phone
708-771-8291 fax

September 21, 2026

Oshea Smith
215 N. Payne St., Suite 33025
Alexandria, VA 22314

Communicated via email to: admin@getsunlightaccess.com

Dear Mr. Smith:

This letter is in response to your electronic *Freedom of Information Action* (FOIA) request received in my office on September 21, 2026.

Request: 1) *"RECORDS REQUESTED: Pursuant to the Illinois Freedom of Information Act (5 ILCS 140), I am requesting an electronic summary of purchase orders (not the individual purchase orders themselves) issued by River Forest School District 90 from March 1, 2026 to July 31, 2026.*

This report may also be referred to as an accounts payable summary, check summary, check register, bill or claims report, or vendor analysis report. Any spreadsheet or report that lists vendor names and amounts paid would be fully responsive to this request.

If available, please include:

- Vendor name*
- Description of purchase or payment*
- Total price or amount paid*

If vendor names are coded, please include the code key if it's easily available. We're happy to accept whatever form this data is already maintained in — raw exports or standard reports (Excel, CSV, or PDF) are perfectly fine. We will accept partial data if you do not have a document with each of the above components or the entire timeframe requested.

Response: Please see attachment which is responsive to this request.

As Superintendent of the District, I am responsible for granting and denying the requests for records under the Freedom of Information Act. Please be aware that this response to your request is pursuant to my understanding of your FOIA request.

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Janice Pavelonis
Superintendent

From: cozzia@district90.org 
Subject: FW: Re: [District 90 HelpDesk] Public Records Request: River Forest School District 90 Purchase Orders FR:106688
Date: September 21, 2026 at 9:22 AM
To: Tracy Gutierrez gutierrez@district90.org



Anthony Cozzi
Chief Operations Officer
River Forest Public Schools District 90
708-771-8282 x8288

From: kevin martin (District 90 HelpDesk) <powerschool@district90.org>
Sent: Monday, September 21, 2026 8:58 AM
To: sunlight access <admin@getsunlightaccess.com>
Cc: Cozzia <cozzia@district90.org>; Tracy Gutierrez <gutierrez@district90.org>; Yolanda Feliciano <felicianoy@district90.org>
Subject: [District 90 HelpDesk] Re: Public Records Request: River Forest School District 90 Purchase Or FR:106688

##- Please type your reply above this line -##

Your request (44895) has been updated. To add additional comments, reply to this email.

|| **kevin martin** (District 90 HelpDesk)

Sep 21, 2026, 08:58 CDT

This is the District 90 Technology Department help desk system but I'm copying the District's Executive Assistant to the Superintendent, Chief Operations Officer and Accounts Payable. Please contact them directly if you have additional questions in the future.

|| **sunlight access**

Sep 18, 2026, 07:50 CDT

Dear Records Officer,

I hope you are doing well. Thank you for your time and for the work you do.

Pursuant to the Illinois Freedom of Information Act (5 ILCS 140), I am requesting an electronic summary of purchase orders (not the individual purchase orders themselves) issued by River Forest School District from March 1, 2026 to July 31, 2026.

This report may also be referred to as an accounts payable summary, check summary, check register, bi claims report, or vendor analysis report. Any spreadsheet or report that lists vendor names and amounts would be fully responsive to this request.

If available, please include:

- Vendor name
- Description of purchase or payment
- Total price or amount paid

If vendor names are coded, please include the code key if it's easily available. We're happy to accept whatever form this data is already maintained in — raw exports or standard reports (Excel, CSV, or PDF) are perfectly fine. We will accept partial data if you do not have a document with each of the above components for the entire timeframe requested.

If another department is better suited to handle this request, I'd appreciate it if you could forward it to them or share their contact information.

If any part of this request is withheld, please provide the specific statutory exemption and release all non-exempt portions.

To ensure prompt follow-up, please send any correspondence regarding clarifications, extensions, online portal access, and response letters through email only to records@sunlightaccess.com and reference: FR:106688

Reference #: FR:106688

Oshea Smith
215 N Payne St STE 33025
Alexandria, VA 22314
www.sunlightaccess.com