

Date Submitted	Request	Name	Approx. Hours Spent	Completed By
Sep 10, 2026	a list that includes the name, position, and email addresses of all employees.	Holly Huckabee	1	Melissa Reid
09/11/2026	Dear Texas Public Information Act Officer, Pursuant to the Texas Public Information Act, I am requesting existing electronic records maintained by Van Alstyne Independent School District reflecting payment records for all vendor entities (companies, organizations, contractors, and other non-person payees) from January 1, 2026 to current date, including at minimum: Purchase date Vendor name Line-item description Line-item amount If vendor names are coded, please include the existing vendor list/key. Examples of responsive records: AP vendor history, check register, procurement report, PO detail report, warrant/claims report, PO history report. These are illustrative only. Any existing report containing the requested fields is responsive. I am not requesting creation of a new record. This request concerns non-person transactions. If personnel payments (payroll, stipends, reimbursements) appear in the same report, no separation is needed; the report as-is fulfills this request. I am requesting existing electronic records only (no copying, scanning, or printing). If misrouted, please forward to the correct contact and reply with that contact's information. If denied in whole or part, please cite the specific exemption for each denial and provide all segregable non-exempt portions. Please reach out if any clarification would help expedite this request. Thank you for your attention and cooperation. Sincerely, Justin Wenig	Justin Wenig	1	David Brown
09/27/2026	Hello, Pursuant to the Texas Public Information Act, Texas Government Code Chapter 552, I request electronic copies of the following records related to Van Alstyne ISD's custodial/janitorial services: - Any current contract or agreement for custodial/janitorial services, including the solicitation number (RFP/CSP) or cooperative contract under which it was awarded. - All amendments, renewals, extensions, and modifications to that agreement. - Scope of work and pricing/rate schedules, including any price adjustments. - Documentation showing the current contract term, expiration date, and the number of renewal or extension options originally included and remaining. - The approved annual contract value or authorized expenditure for the 2026-27 fiscal year. - Records of payments made to the contractor for fiscal year 2025-26 (a vendor payment report or check register extract is sufficient).		N/A	Janna Melvin

7. The bid tabulation or evaluation summary from the most recent custodial services procurement. If Van Alstyne ISD does not contract for custodial services, a reply stating that no responsive records exist is sufficient. Electronic copies by email are preferred. If any portion is withheld, please release the remainder and identify the exception claimed. Thank you for your help.			
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