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: November 5, 2026
Re: FOIA Request #1

The Data Branch Research Team
Bryce Callahan bryce@databranchus.com
Phone: (302) 585-3132
Address: 2810 N Church St STE 89774, Wilmington, DE 19802

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 January 1, 2023, and the present.

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

Scope of Request:

We are requesting all purchase orders reflecting purchasing or procurement activity across all departments, divisions, and offices.

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.