Laura Kriha <lkriha@palos128.org>

FOIA request reply

2 messages

Kim Anoman <kanoman@palos128.org> Sun, Oct 11, 2026 at 8:05 AM
To: Sheri Reid <sreid@smartprocure.com>, Laura Kriha <lkriha@palos128.org>

Ms. Reid,

Per your FOIA request below, the documents are attached. I apologize for the delay, this email was being sent to our Superintendent who is no longer with us and going forward please send your requests to FOIA@palos128.org.

Thank you.

---------- Forwarded message ---------
From: **Sheri Reid** <sreid@smartprocure.com>
Date: Fri, Oct 9, 2026 at 8:00 AM
Subject: SmartProcure FOIA Request - Reminder for Palos Heights School District #128
To: mbrownlow@palos128.org <mbrownlow@palos128.org>

Dear Merryl Brownlow or Custodian of Public Records,

SmartProcure submitted a commercial FOIA request on 8/28/2026 and has not received a response or acknowledgment, therefore the original request is being submitted again. If the original request is located, please disregard this request.

SmartProcure is submitting a commercial FOIA request to the Palos Heights School District #128 for any and all purchasing records from 6/1/2026 to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person and their email address

If you would like to let me know what type of financial software you use, I may have report samples that help to determine how, or if, you are able to respond.

If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information.

If you have any questions, please feel free to respond to this email or I can be reached at the phone number below in my signature.

Regards,

Sheri Reid
Data Acquisition Specialist
SmartProcure
Direct: (561) 609-6759

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Kim Anoman
Business Manager
Palos Heights School District #128
708-597-9040

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4 attachments

Disbursement Detail 7-1 to 8-28-26 .xlsx
52K

Disbursement Detail 6-1 to 6-30-26.xlsx
92K

PO History 6-1 to 6-30-26.xlsx
12K

PO history 7-1 to 8-28-26 .xlsx
13K

Sheri Reid <sreid@smartprocure.com> Mon, Oct 12, 2026 at 8:26 AM
To: Kim Anoman <kanoman@palos128.org>
Cc: Laura Kriha <lkriha@palos128.org>

Dear Kim Anoman,

Thank you for your response.

This email serves as confirmation that we have received records from Palos Heights School District #128. We greatly appreciate your efforts to address our request.
Should we have further questions regarding the file(s) provided, we will be in contact with you soon.

Again, thank you for your assistance.

Best Regards,

Sheri Reid

[Quoted text hidden]

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Sheri Reid
Data Acquisition Specialist
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