



FOIA Request completed - Purchase Order Data

1 message

Kim Anoman <kanoman@palos128.org>
To: edending@thedatabranch.com
Cc: Laura Kriha <lkriha@palos128.org>

Mr. Ding,

Attached you will find the records per your FOIA request for Purchase Order Data, there are two sets of reports as the information that you are requesting does not come on one report.

Please let me know if you have any questions.

Kim Anoman
Business Manager

From: <edending@thedatabranch.com>
Date: Fri, Sep 5, 2025 at 6:47 PM
Subject: Records Request - Purchase Order Data - Palos Heights SD 128
To: <mbrownlow@palos128.org>

Dear Public Records Officer,

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

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 March 1, 2025, and the present.

Scope of Request:

We are seeking all purchase orders issued by any and all departments, schools, divisions, or offices under your school district, including (but not limited to) general administration, curriculum and instruction, facilities and opera

If a centralized report is not available, we are happy to accept:

- School-level, department-level, or segmented purchasing data
- Any readily available reports
- Or records grouped by school or department, if that is how they are stored
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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

Preferred Format & Delivery:

We understand systems vary and that a spreadsheet export from your ERP system is often the most accessible. However, we are happy to accept:





- Spreadsheet (preferred)
- PDF or Word documents
- Existing ERP reports
- Any general or summary-level purchasing records you already have on hand, even if they don't include all requested fields

Commercial Nature & Flexibility:

This is a commercial request for research purposes. We are happy to comply with all relevant policies and to work with your office to narrow, clarify, or adjust the request in any way that makes it easier to fulfill.

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

4 attachments

-  **Purchase History Mar 1, 2025 to Jun 30, 2025.xlsx**
101K
-  **Purchase History July 1, 2025 to Sept 5, 2025.xlsx**
42K
-  **Disbursement Detail July 1, 2025 to Sep 5, 2025.xlsx**
53K
-  **Disbursement Detail Mar 1, 2025 to Jun 30, 2025.xlsx**
243K