



GENEVA COMMUNITY UNIT SCHOOL DISTRICT 304
FROM THE COMMUNICATIONS OFFICE

TO: Kent Mutchler, Superintendent
CC: Board of Education, Bonnie Johnson
FROM: Kelley Munch, Communications Coordinator
DATE: July 16, 2014
RE: Freedom of Information Act Request(s) and Response(s)

The following is a summary of Freedom of Information Act requests that have been received and responded to by District staff members.

- 1) Adam Andrzejewski of Open the Books, requested the following records: “an electronic copy of “any” and “all” vendor (transfer of property or services) payee payments for the years 2008-2013 broken down by year. Production shall include the vendor name; vendor address; vendor city; vendor state name; vendor zip code; Check Date/ ACH Date; Check Number/ACH code; Check Amount/ ACH Amount; department; agency; type of payment (i.e. contract, grant, etc.) and description of products or services/ purpose of payment.”

This FOIA request was received June 24, 2014, and responded to on July 2, 2014 after legally requesting a legal five-day extension. It took two District employees a total of 4 hours, 20 minutes (\$95.87) to respond to this FOIA request.

- 2) David Kostyshock of Aggrego LLC requested the following records: “all employee salary information that includes the name, title/position, and salary in an electronic format.”

This FOIA request was received July 9, 2014, and responded to on July 14, 2014. It took three District employees a total of 5 hours, 55 minutes (\$120.15) to respond to this FOIA request.