

# Geneva Community Unit School District 304

## Office of the Superintendent

### MEMO

To: Board of Education  
From: Kent Mutchler  
Subject: Response to Freedom of Information Request(s)  
Date: August 13, 2012

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Per the requirements of the statute, the Board is receiving notification that the following FOIA requests have been received and responded to by Communication Coordinator Kelley Munch or Superintendent Kent Mutchler.

- 1) Diane Rado, Education Reporter, Chicago Tribune, requested the following records: "Please provide Geneva Community High School student suspension reports, by month, between January 2006 and the current date, showing: /Description of incident/offense for which student was suspended/start date and end date of suspension/duration of suspension/whether or not (Y or N) police were notified. On July 11, 2012, you requested that race of student and sex of student be add to the data requested in your original FOIA dated July 10, 2012.

This FOIA was received July 10, 2012 and July 11, 2012, and responded to on July 16 & July 18, 2012. It took four District employees a total of 6 hours 45 minutes (\$253.90) to respond to this FOIA.

- 2) Sandra Ellis, 209 Peyton Street, Geneva, requested the following records: "I would like to request an electronic copy (DVD) of the video of the July 23, 2012 Board of Education meeting."

This FOIA was received July 24, 2012, and responded to on July 26, 2012. It took three District employees a total of 1 hour, 15 minutes (\$30.36) to respond to this FOIA.

- 3) Robert McQuillan, 2667 Berkshire Drive, Geneva, requested the following records: "Please provide copies of the highlighted resolutions listed below as well as all information presented by Elizabeth Hennessy at the school board meeting on June 25, 2007. If possible, please provide the information in electronic format. Should this request be estimated to take more than 2 hours of staff time, please contact me prior to filling the request."

6.2 Resolution Providing for the Issue of Not to Exceed \$100,000,000 General Obligation Limited Tax School Bonds, Series 2007A

6.3 Resolution Authorizing & Directing the Execution of an Escrow Agreement in Connection with the Issue of Not to Exceed \$100,000,000 General Obligation Limited Tax School Bonds, Series 2007A

6.4 Resolution Providing for the Issue of Not to Exceed \$8,000,000 General Obligation Limited Tax School Bonds, Series 2007B

6.5 Resolution Authorizing & Directing the Execution of an Escrow Agreement in Connection with the Issue of Not to Exceed \$8,000,000 General Obligation School Bonds, Series 2007B

This FOIA was received July 26, 2012, and responded to on August 2, 2012. It took three District employees a total of 1 hour, 30 minutes (\$60.52) to respond to this FOIA.

- 4) Diane Rado, Education Reporter, Chicago Tribune, requested the following records: "Thank you for the prior spreadsheet on discipline-related incidents. I've attached a spreadsheet listing about 50 of the incidents on the original spreadsheet, for which I need more details. Please provide any and all records that describe what happened in each of these cases. The records could include a disciplinary report filled out by a dean or other administrator, or a report filled out by a school resource officer that would provide a narrative/description/details of the event. I am not asking for names of students – I just need to know what happened that led to the disciplinary action. If you have any questions, please email or call."

This FOIA was received July 26, 2012, and responded to on August 2, 2012. It took six District employees a total of 9 hours, 15 minutes (\$394.16) to respond to this FOIA.

- 5) Brenda Schory, Kane County Chronicle reporter requested the following records: "I request the following documents or information: "The district's top 10 wage earners, their titles, base pay, benefits and overtime when applicable." A follow-up email received on July 30, 2012, clarified that she was "asking for the *current* top 10 wage earners."

This FOIA was received July 30, 2012, and responded to on August 6, 2012. It took four District employees a total of 2 hours, 50 minutes (\$117.60) to respond to this FOIA.

- 6) Sandra Ellis, 209 Peyton Street, Geneva, requested the following records: "I would like to request an electronic copy (DVD) of the video of the July 30, 2012 Finance Committee meeting."

This FOIA was received July 31, 2012, and responded to on August 7, 2012. It took two District employees a total of 1 hour (\$27.48) to respond to this FOIA.

If additional information is required, please notify me.

KM/pb

Cc: K. Munch, Communication Coordinator