

**Maria Gannon, Administrative  
Assistant to the Superintendent**  
Center Cass School District 66  
699 Plainfield Road  
Downers Grove, IL 60516



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## Memo

To: Board of Education  
From: Maria Gannon  
Date: June 18, 2025  
Re: FOIA Request #1

Abbas Khan  
CEO, Civic IQ Inc  
50 Harrison St, PH 505  
Hoboken, NJ 07030  
+1 201-287-4709

Civic IQ Inc is initiating a request under the Illinois Freedom of Information Act (FOIA), for all purchasing records from 01/01/2022 to date for all schools under your jurisdiction.

We are interested in the following details for all purchases from your record keeping system:

- Vendor Number or Vendor ID
- Vendor Name
- Identifier for each purchase, such as purchase order number(PO#) or, alternatively, an invoice or check number
- Purchase Date
- Line item details or description of each purchase
- Line item quantity
- Line Item price

*The District complied with the request and produced the information.*