

From: **Sarah J** <sarah@employeeanalytics.org>
Date: Thu, Apr 10, 2025 at 3:00 PM
Subject: Public Records Request
To: <pcaposey@mail.meridian223.org>

4.10.2025
Meridian Community Unit SD 223

To Whom It May Concern,

Pursuant to the Illinois Freedom of Information Act (5 ILCS 140), I am writing to request access to and a copy of a listing of all Meridian Community Unit SD 223 employees, including their first and last names, email addresses, titles/positions, and primary campus/department locations. If possible, please provide this information in an electronic format such as Excel or .csv to this email address.

If your agency does not maintain these records, I would appreciate it if you could inform me of the appropriate custodian of these records, including their name, address, and email.

Should there be any fees associated with searching for or copying these records, please notify me before processing my request. However, I would like to request a waiver of all fees in the public interest, as the information I seek is intended for public employee research and awareness.

As stipulated in the Illinois Freedom of Information Act, I expect your response within five (5) business days.

If you choose to deny this request, please specify each exemption that you believe justifies the refusal to release the information and inform me of the appeal procedures available under the law. Additionally, please provide all segregable portions of otherwise exempt material.

Thank you for your assistance.

Sincerely,
Sarah James
Data Coordination Specialist
Employee Data Analytics