

Paragraph for Board Memo:

Katherine Smyser of NBC Universal requested the following records:

- “All documents, data, and/or spreadsheets sufficient to show all unclaimed funds under the control of Geneva Community Unit School District 304 which have NOT been reported or transferred to the Illinois State Treasurer for inclusion in the state’s Unclaimed Property fund and database. This would include unclaimed money and property that is not yet old enough to be transferred to the Treasurer, including unclaimed refunds of any type; uncashed and/or “stale” checks or warrants; refunds or reimbursements for taxes, tuition, housing, incidentals, insurance payments, expenses, or any other type of refund or reimbursement; and all other unclaimed property and money which is currently under the control of your agency. For all documents, data or spreadsheets that contain information on these unclaimed funds, I am requesting all fields of data, including the specific amount of each unclaimed fund; the name and the address of each person or entity to which each fund is due; a description of what each piece of unclaimed property or money is; any control number or property number attached to each property; and any applicable dates connected with each piece of unclaimed property. All data of any faculty or student with (a) COVID-19 positive test results, (b) COVID-19 like symptoms or (c) close contacts to a confirmed COVID-19 case that were reported to the local health department over the previous seven days.
- Documents, data, and/or spreadsheets showing all unclaimed property which your office HAS reported and/or transferred to the Illinois State Treasurer, in response to the requirements of Illinois’ Revised Uniform Unclaimed Property Act, from January 1, 2016 to the present. I request that these documents, data and/or spreadsheets include all available fields, including the specific amount of each parcel of unclaimed property which was reported and/or transferred to the Illinois Treasurer’s office; a description of what the property or cash is; the name and address of the person or entity due the property or cash; any date associated with each parcel of unclaimed property or cash; and any control number or other reference number for the property or cash. Please provide all details that were provided to the local health department.
- Documents, data and/or spreadsheets showing all claims for unclaimed property DUE TO Geneva Community Unit School District 304 FROM the Illinois Treasurer’s Unclaimed Property fund, for which you have submitted a claim or documentation to the Illinois Treasurer’s Office, from January 1, 2016 to the present, including the amount of each property claimed; the date your office submitted the claim, the property ID number from the Illinois State Treasurer’s Unclaimed Property database, and the current status of each claim you submitted (i.e., whether you received the property or money, or whether the claim is still pending).”

This FOIA request was received Oct. 5, 2021, and responded to on Oct. 12, 2021. It took four District employees a total of 3 hours 15 minutes (\$165.69) to respond to this FOIA request. Total attorney time equaled 0.9 hours (\$189).