

On Mon, Jul 20, 2026 at 5:08 PM Whitney Crawford <whitney@databranchusa.com> wrote:

Hello,

The Data Branch is submitting a public records request for records relating to vendor purchases.

Pursuant to the Illinois Freedom of Information Act (5 ILCS 140)

Scope of Request:

All products from Texthelp, Everway, Read and Write, GoGuardian, iBoss, Lightspeed Systems, Linewize, and Securly

We are looking for records from 2022 to now that capture the pricing details of any engagement, which may include (where applicable) subscription terms, licensing fees, per-unit costs, and implementation charges.

Records we are looking for include:

- Contracts, service agreements, order forms
- Purchase orders relating to the above vendors
- RFP or solicitation documents
- Task orders issued against cooperative purchasing agreements

We are glad to accept records in whatever format your office finds easiest to produce, including:

- Spreadsheet exports (preferred)
- PDF or Word documents
- Standard ERP or finance system reports
- Any summary-level purchasing records already maintained by your office

Should any portion of the requested records be exempt from disclosure, please release the segregable non-exempt portions.

For full transparency, this request *is* for commercial purposes. We will gladly adhere to any policies or procedures Summit Hill School District No. 161 has in place for public records requests, and are open to narrowing, clarifying, or modifying the request to make fulfillment easier on your end.

Please send records to:

Whitney Crawford

Email: whitney@databranchusa.com

Phone: (302) 585-3132

Address: 1111B S Governors Ave STE 21033, Dover, DE 19904

Thank you in advance for your time and attention. If this request has reached the wrong agency or department, please let us know or forward it to the appropriate records custodian. We appreciate your cooperation.

Thank you,

Whitney Crawford

The Data Branch