



## Lincolnshire-Prairie View School District 103

Memo

To: Board of Education  
From: Scott Warren, Ed.D.  
Date: February 20, 2025  
Re: Superintendent Informational Report

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### Certified Internal Transfers

The district is working on staffing for the 2025-2026 school year with known vacancies. Current staff members are eligible to apply for the open positions. Administration reviews the requests from current staff members and will make transfers when appropriate. A list of the current internal transfers is provided for the Board's review.

### Kindergarten Registration

As of February 21, 2025

- 39 - New Registered Students for FDK
- 22 - Early Childhood Students who will register for Kindergarten in May
- **Total = 61 FDK**

### FOIA requests

The District received one FOIA request this month.

1. Owen Wang from Lake County Gazette requesting emails and memos from the past 12 months that contain the following keywords: "Lucy Calkins or Units of Study".

The specific requests and responses are included for your review.

### Leave of Absence Requests

The District received two leave requests this month. The requests are included for your review.