



The Mission of Winfield District 34 is to challenge, inspire and empower passion within all learners.

Name: Sheri Reid
Organization: SmartProcure
Email Address: sreid@govspend.com

RE: Freedom of Information Act Request

January 2, 2025
Dear Ms. Reid:

Thank you for contacting Winfield School District 34 with your request for information pursuant to the Illinois Freedom of Information Act, 5 ILCS 140/1 et seq.

On December 21, 2024 you requested:

A commercial FOIA request to the Winfield School District 34 for any and all purchasing records from 9/19/2024 to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person and their email address

In response to the above request: I have attached all Purchasing records from 9/19/2024 to present.

Your request is hereby granted within the mandatory five working days response time. If you have any further questions, feel free to contact me.

Thank You.
Amanda Melsa

Matt Rich, Ed.D.
Superintendent
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630.260.2382 FAX

Scott Meech
Principal
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