

RIVERSIDE PUBLIC SCHOOL DISTRICT 96

3340 S. Harlem Ave. Riverside, IL 60546

708-447-5007

708-447-3252 fax

www.district96.org



July 24, 2026

VIA ELECTRONIC MAIL

Sam Crombie

records@bluedoor.sh

Re: Freedom of Information Act Request

Dear Sam Crombie:

On July 18, 2026, you submitted a Freedom of Information Act ("FOIA") request to Riverside School District 96 (the "District"). Your request and the District's response are below:

Request: I request the district's existing teacher-absence or substitute-assignment export for the 2025-26 school year, covering all district-operated schools and central administration, including for each absence or assignment: school or campus, absence or substitute-assignment date, employee position or job, classification, full-day or partial-day indicator or absence duration, substitute required or requested indicator, substitute filled indicator. If the standard export includes generic absence category, substitute assignment start and end time, long-term substitute indicator, subject or grade band, or assignment identifier, please include those fields as well. Please retain any school, campus, position, or assignment code and include any existing code lookup table.

Response: See Attached.

To the extent you interpret this as a denial of your request, you have the right to have denials reviewed by the Public Access Counselor (PAC) at the Office of the Illinois Attorney General. 5 ILCS 140/9.5(a). You can file your Request for Review with the PAC by writing to: Public Access Counselor, Office of the Attorney General, 500 South 2nd Street Springfield, Illinois 62701, Fax: 217-782-1396, E-mail: public.access@ilag.gov, Phone: 877-299-3642. If you choose to file a Request for Review with the PAC, you must do so within 60 calendar days after the date of the denial letter. 5 ILCS 140/9.5(a). Please note that you must include a copy of your original request for documents and the denial letter when filing a Request for Review with the PAC. You also have the right to seek judicial review of your denial by filing a lawsuit in the State circuit court. 5 ILCS 140/11.

Sincerely,

Dr. Martha Ryan-Toye

Freedom of Information Act Officer