



GENEVA COMMUNITY UNIT SCHOOL DISTRICT 304
FROM THE COMMUNICATIONS OFFICE

TO: Kent Mutchler, Superintendent
CC: Board of Education, Bonnie Johnson
FROM: Kelley Munch, Communications Coordinator
DATE: November 19, 2014
RE: Freedom of Information Act Request(s) and Response(s)

The following is a summary of Freedom of Information Act requests that have been received and responded to by District staff members.

- 1) Jim Watts, company and location unknown, requested the following records: “Staff Absence Records for the dates of October 29, 2014 – November 4, 2014 to specifically include the following: Teacher Name, Years of Service, Type of absence (Sick or Vacation).”

This FOIA request was dated November 5, 2014, and responded to on November 10, 2014. It took two District employees a total of 1 hour, 15 minutes (\$34.37) to respond to this FOIA request. Total attorney time equaled 30 minutes (\$110).