



**RANTOUL CITY SCHOOLS**  
BROADMEADOW-EASTLAWN-NORTHVIEW-PLEASANT ACRES  
PREK CENTER - RISE ACADEMY - JW EATER  
1 AVIATION CENTER DRIVE, RANTOUL, IL 61866  
217.893.5400 - WWW.RCS137.ORG

February 11, 2026

VIA ELECTRONIC EMAIL  
CT Mills  
Public Info Access LLC  
outreach@educatorsupportnetwork.org

Dear Michael Henrys:

Thank you for your recent Freedom of Information Act (FOIA) request that was emailed on February 4, 2026. A copy of that request is attached. Your FOIA requested:

*[C]opies of any existing records that describe purchasing or contracting approval authority within your School District.*

*Specifically, please provide records, policies, schedules, or tables that identify:*  
*Dollar thresholds requiring approval by school administrators (e.g., principals)*  
*Dollar thresholds requiring approval by central office staff or department leadership*  
*Dollar thresholds requiring approval by the superintendent or designee*  
*Dollar thresholds requiring approval by the board of education*

The District has conducted a reasonable search of our records. The District's purchasing and contracting approval authority is governed by Board policy. The District does not maintain separate records, schedules, or tables that assign purchasing approval thresholds by administrative role or by purchasing category.

The relevant policies are contained within the District's Board Policy Manual, which is publicly available at: [https://www.boardpolicyonline.com/?b=rantoul\\_city\\_137&s=338320](https://www.boardpolicyonline.com/?b=rantoul_city_137&s=338320) Specifically see 4:55 *Use of Credit and Procurement Cards* and 4:60 *Purchases and Contracts*.

No additional responsive records exist.

Sincerely,

Scott Woods, FOIA Officer  
Rantoul City School District #137

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CONSTRUYENDO COMUNIDAD. EDUCANDO A LOS ESTUDIANTES.**



Scott Woods <swoods@rcs137.org>

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**Public Records Request – Purchasing & Contract Approval Policy Thresholds**

1 message

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CT Mills <outreach@educatorsupportnetwork.org>  
To: swoods@rcs137.org

Wed, Feb 4, 2026 at 9:03 PM

Public Records Request – Purchasing / Contracting Approval Thresholds

Dear FOIA Officer,

Pursuant to the Illinois Freedom of Information Act (FOIA) – 5 ILCS 140/1 et seq., I am requesting copies of any **existing records** that describe purchasing or contracting approval authority within your School District.

**Specifically, please provide records, policies, schedules, or tables that identify:**

- Dollar thresholds requiring approval by school administrators (e.g., principals)
- Dollar thresholds requiring approval by central office staff or department leadership
- Dollar thresholds requiring approval by the superintendent or designee
- Dollar thresholds requiring approval by the board of education

If approval thresholds differ by category (for example, instructional materials, instructional technology, software, professional services, or consulting), please include records reflecting those distinctions.

Please note: I am not requesting the creation of any new records. This request is limited to **existing records only**. If no such records exist, please confirm that in writing.

If any of the requested records are already publicly available, a **link** or **citation** to their location would be sufficient.

This request is being made for non-commercial purposes.

Thank you for your time and assistance.

Sincerely,

Chris Miller  
Public Info Access LLC  
984-303-8215