

# Geneva Community Unit School District 304

## Office of the Superintendent

### MEMO

To: Board of Education  
From: Kent Mutchler  
Subject: Response to Freedom of Information Request(s)  
Date: December 10, 2012

---

Per the requirements of the statute, the Board is receiving notification that the following FOIA requests have been received and responded to by Communication Coordinator Kelley Munch or Superintendent Kent Mutchler.

- 1) Sandra Ellis, 209 Peyton Street, Geneva, requested the following records: "I would like to request an electronic copy (DVD) of the video of the Nov. 20, 2012 Board of Education meeting."

This FOIA was received November 23, 2012, and responded to on November 28, 2012. It took two District employees a total of one hour, 15 minutes (\$30.67) to respond to this FOIA.

- 2) Carol Young, 315 Glengarry Drive, Geneva, requested the following records: "Documents showing the salary and all benefits, including but not limited to sick days, health insurance, retirement enhancements, annuities, tuition reimbursement and bonuses for the school years 2008/09, 2009/10, 2010/2011, 2011/12 and 2012/13 for every administrator including central office administrators and administrators at every building."

This FOIA was received November 20, 2012, and responded to on November 28, 2012. It took four District employees a total of 3 hours, 55 minutes (\$132.63) to respond to this FOIA.

- 3) Sandra Ellis, 209 Peyton Street, Geneva, requested the following records: "I would like to request an electronic copy (DVD) of the video of the November 26, 2012 Board of Education meeting."

This FOIA was received November 27, 2012, and responded to on December 3, 2012. It took two District employees a total of one hour, 15 minutes (\$30.67) to respond to this FOIA.

- 4) Brenda Schory, Kane County Chronicle, requested the following records: "I seek the hundreds of emails board members received regarding the recent teacher contract talks. I also seek the emails the board of education sent to teachers regarding the removal of their personal belongings from classrooms and teachers being responsible to pay for all of their benefits if they strike."

This FOIA was received November 12, 2012, and responded to on November 28, 2012, after agreeing upon a legal extension with the requestor. It took two District employees a total of 14 hours, 15 minutes (\$420.30) to respond to this FOIA. Total attorney time equaled 1.8 hours (\$342).

If additional information is required, please notify me.

KM/pb

Cc: K. Munch, Communication Coordinator