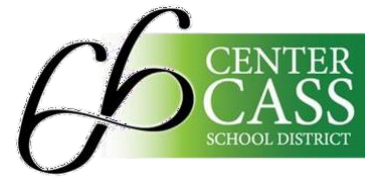


**Maria Gannon, Administrative
Assistant to the Superintendent**
Center Cass School District 66
699 Plainfield Road
Downers Grove, IL 60516



Memo

To: Board of Education
From: Maria Gannon
Date: July 10, 2024
Re: FOIA Request

Please find the most recent FOIA requests below:

FOIA #1

Paul Phillips
Information Director
www.publicdataresearch.com
1887 Whitney Mesa Dr #1512
Henderson, NV 89014

Under the Illinois Freedom of Information Act, 5 ILCS 140, I write to request access to and a copy of a listing of all Center Cass School District 66 employees first and last names, email address, title / position, and primary department. Please provide this information in an electronic format such as Excel or .csv format to this email address if possible. If your agency does not maintain these public records, please let me know who does and include proper custodian's name and address.

The District complied with the request and produced the information.

FOIA #2

Vance V.
zt@creativeenergy.com
Creative Energy
113 Cherry St #92768
Seattle, WA 98104-2205

Dear Center Cass School District 66,

Pursuant to the Illinois Open Records Act, I am writing to request access to and a copy of specific records from Center Cass School District 66.

I am seeking the following information:

Email addresses for school board members/trustees within the school district.

Email addresses and job titles of all current teachers within the school district.

Email addresses and job titles of all current principals within the school district.

Email address and job title of the current superintendent.

Email addresses and job titles of all current administrative staff within the school district.

I request that the information be provided in an electronic format, such as a CSV or Excel file, if possible. If any of the requested information is not available electronically, please provide the information in the format that is most convenient.

If there are any fees associated with fulfilling this request, please inform me before proceeding. Additionally, if you need any further clarification regarding this request, do not hesitate to contact me at zt@creativeenergy.co.

I appreciate your attention to this matter and look forward to your prompt response within the timeframe stipulated by the Open Records Act.

Thank you for your assistance.

Sincerely,
Vance

The District complied with the request and produced the information.

FOIA #3

Sheri Reid
Data Acquisition Specialist
SmartProcure
Direct: (561) 609-6759
Email: sreid@smartprocure.com

SmartProcure is submitting a commercial FOIA request to the Center Cass School District No. 66 for any and all purchasing records from 3/25/2024 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

The District complied with the request and produced the information.