



Oak Park Elementary School District 97

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**TO: Members, Board of Education
Dr. Carol Kelley, Superintendent**

FROM: Chris Jasculca

RE: Update on FOIA Requests and Responses

DATE: February 8, 2016

Below is a summary of the recent Freedom of Information Act (FOIA) requests that the district has received and/or processed.

1. On January 7, 2016, Mr. Derek Monroe, who is an independent writer/reporter and parent/guardian in Round Lake School District 116, submitted the following FOIA request via email.

“I am looking for info in regards of all lawsuits and settlements amounts from 2000-1015 of the Dist 97. They can be listed by line amount i.e. the case # and the amount settled/paid.”

Mr. Monroe submitted an additional request via email on January 27, 2016 seeking the following information.

“Liability insurance bill for the district starting in 2000 until 2015 [and] all legal costs paid by the district starting 2000 until 2015 (not covered by liability insurance).”

On January 14, 2016, we emailed Mr. Monroe to inform him that, as is permissible under FOIA, we were extending the time to respond to his first request by five business days. Based on this extension, we issued our final response to this on January 26, 2016. We issued our response to Mr. Monroe’s additional request on January 28, 2016.

2. On February 3, 2016, Mr. Victor Ancieta, who is a District 97 parent/guardian, submitted a FOIA request via email seeking video footage of an incident that occurred at Brooks Middle School. We are currently in the process of drafting/compiling our response to Mr. Ancieta’s request, which is due on February 10, 2016.

3. On February 3, 2106, Gabriella Lauricella, who is a data acquisition specialist for SmartProcure, submitted the following FOIA request via email.

“SmartProcure is submitting a commercial FOIA request to the Oak Park Elementary School District No. 97 for any and all electronic purchasing records from 2015-06-05 to current. The request is limited to readily available records without copying, scanning or printing.

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”

Since this request is for commercial purposes, the district has 21 business days to respond (due date March 7, 2016).