

# 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: June 11, 2012

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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 May 29, 2012 Board of Education meeting."

This FOIA was received May 31, 2012, and responded to on June 4, 2012. It took two District employees a total of one hour (\$21.54) to respond to this FOIA.

- 2) Rich Hayhurst, requested the following records: "1) I am requesting the most recent information from individual school buildings, which I am told would have been received at at the Geneva 304 District Office, information which indicates the current enrollment figures at each school. 2) I am requesting any documents which relate to the current enrollment capacity of each school building. 3) Regarding the 2007 referendum, I am requesting the names and office held of the individuals who worked on or delivered each enrollment model\*\*\*, which provided future enrollment estimates, the "enrollment estimates" being an analysis of any kind which was factored into published enrollment estimates, and which figures may have influenced the 2007 referendum enrollment estimates. I am also requesting photo copies of the original documents relating to said enrollment projection models. \*\*\* Below, find a list of the various projection models as referenced in your 5/29/2012 email "*District 304 Responds to Claims of Impropriety*" and it is to these models (underlined) that I speak in the above paragraph: "District officials regularly calculated enrollment projections using information from local developers, the Regional Office of Education, birth rates in Kane County, and historical enrollment changes and by using a number of methodologies, i.e. Cohort Survival Method, "Bell Telephone" Method (yield per house), and annual kindergarten registration numbers. 4) I am requesting a copy of correspondence with Dr. Kasarda and his reply which may verify the following Board statement (underline is mine): "These projections are calculated by District officials with various scenarios in the formulas and have been verified by the Kasarda consulting firm." 5) I am requesting copies of all (2005, 2006, 2007 and 2008) correspondence, email or other, between any member of the "*Geneva Citizens for Excellent Schools*" and employees of District 304."

This FOIA was received May 31, 2012, and responded to on June 6, 2012. It took one District employee a total of 3 hours, 45 minutes (\$109.95) to respond to this FOIA.

If additional information is required, please notify me.

KM/pb

Cc: K. Munch, Communication Coordinator