



TO: Dr. Charles Johns  
FROM: Rosanne Williamson  
RE: FOIA Requests

### **FOIA Response:**

Please see the attached email responses. Some responsive documents can be found online at <http://il.glenbrook.schoolboard.net/board>. (Responsive documents will not be attached to the all documents pdf, but can be found under the FOIA agenda item.)

### **Background:**

The Freedom of Information Act (FOIA - 5 ILCS 140/1 et seq.) is a state statute that provides the public the right to access government documents and records. A person can ask a public body for a copy of its records on a specific subject and the public body must provide those records, unless there is an exemption in the statute that protects those records from disclosure (for example: records containing information concerning student records or personal privacy).

A public body must respond to a FOIA request within 5 business days after the public body receives the request or 21 business days if the request is for commercial purpose. That time period may be extended for an additional 5 business days from the date of the original due date if:

- The requested information is stored at a different location;
- The request requires the collection of a substantial number of documents;
- The request requires an extensive search;
- The requested records have not been located and require additional effort to find;
- The requested records need to be reviewed by staff who can determine whether they are exempt from FOIA;
- The requested records cannot be produced without unduly burdening the public body or interfering with its operations; or
- The request requires the public body to consult with another public body who has substantial interest in the subject matter of the request.

If additional time is needed, the public body must notify the requester in writing within 5 business days after the receipt of the request of the statutory reasons for the extension and when the requested information will be produced.



Elaine Geallis <egeallis@glenbrook225.org>

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## FOIA: Soto 01.28.21 Northfield Township School District 225

1 message

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**Rosanne Marie Williamson** <rwilliamson@glenbrook225.org>  
To: Bernadette Soto <BSoto@carpentersunion.org>  
Bcc: egeallis@glenbrook225.org

Fri, Jan 29, 2021 at 9:01 AM

Dear Ms. Soto,

To clarify, the payments to Anderson Lock during the FY 19 school year for GBS and GBN were for the **purchase of materials** such as hinges, door closers, lock sets and key blanks. There are no payroll records.

Rosanne Williamson

Secretary, Board of Education  
Assistant Superintendent for Educational Services  
Glenbrook High School District 225  
3801 West Lake Avenue  
Glenview, IL 60026  
From: **Bernadette Soto** <BSoto@carpentersunion.org>  
Date: Thu, Jan 28, 2021 at 1:07 PM  
Subject: RE: Northfield Township School District 225  
To: Rosanne Marie Williamson <rwilliamson@glenbrook225.org>

Thank you for your response.

Please forward any and all certified payroll records for work performed by Anderson Lock at Glenbrook North High School and Glenbrook South High School for FY 2019.

Your attention to this request is greatly appreciated in advance.

Bernadette Soto

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**From:** Rosanne Marie Williamson <rwilliamson@glenbrook225.org>  
**Sent:** Thursday, January 28, 2021 1:03 PM  
**To:** Bernadette Soto <BSoto@carpentersunion.org>  
**Subject:** Re: Northfield Township School District 225

Dear Ms. Soto,

Thank you for writing to Glenbrook High School District 225 with your request for information pursuant to the Illinois Freedom of Information Act, 5 ILCS 140/1 et seq. (Act).

On 1/28/21 we received your request for the following information:

- A list of schools that Anderson Lock performed work on in Northfield Township School District 225 for FY 2019

**District Response:** Anderson Lock performed minimal work at Glenbrook North High School and Glenbrook South High School during the FY 19 school year.

Sincerely,

Rosanne Williamson, Ed.D.  
Secretary, Board of Education  
Assistant Superintendent for Educational Services  
Glenbrook High School District 225  
[3801 West Lake Avenue](#)  
[Glenview, IL 60026](#)

On Thu, Jan 28, 2021 at 11:36 AM 'Bernadette Soto' via FOIA <[Foia@glenbrook225.org](mailto:Foia@glenbrook225.org)> wrote:

Dear FOIA Officer,

I am requesting a list of school that Anderson Lock performed work on in Northfield Township School District 225 for FY 2019.

Your attention is greatly appreciated in advance.

Thank you.

**Bernadette Soto**

Research Development & Compliance  
Chicago Regional Council of Carpenters  
[12 East Erie St. | Chicago IL 60611](#)

P: 312.951.1522

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Rosanne Williamson Ed.D.  
Assistant Superintendent for Educational Services  
Glenbrook H.S. District 225  
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