



TO: Dr. Mike Riggle

FROM: Rosanne Williamson

RE: FOIA Requests

**FOIA Response:**

Please see the attached email response. 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 &lt;egeallis@glenbrook225.org&gt;

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**Re: Revised FOIA request**

1 message

**Rosanne Marie Williamson** <rwilliamson@glenbrook225.org>

Thu, Mar 15, 2018 at 3:29 PM

To: "glenn@avistamail.net" &lt;glenn@avistamail.net&gt;

Bcc: egeallis@glenbrook225.org

Dear Mr. Farkas:

On February 8, 2017, Glenbrook High School District 225 received a Freedom of Information Act ("FOIA") request for the disclosure of various records (nine separate requests) concerning Board of Education Policy 8005 pertaining to transgender students. On February 15, 2018, the School District notified you that your request was "voluminous" as defined by the FOIA and invited you to revise the request to remove it from being voluminous. The School District also highlighted several areas where the scope of the request was broad, ambiguous and burdensome, and invited you to consider narrowing your request. On February 20, 2018, you sent a revised request, which combined the nine separate requests into five requests.

The School District then responded to your February 20<sup>th</sup> FOIA request on February 27<sup>th</sup> – providing you with records responsive to two of the requests, declaring two of the requests to be overly burdensome, and denying one of the requests. On February 28<sup>th</sup>, you responded by submitting a new FOIA request – this time seeking records under three new requests, though still related to the same subject, for the timeframe of August 1, 2015 to February 9, 2018. You agreed to permit the disclosure of records no later than March 15, 2018. Each of your requests are produced below and the School District's response follows.

Request 1. All emails, text messages, notes and documents (to include postal mail) to and from the School Board members, the School Board Administration Staff, the Policy Committee, as well as from third parties such as businesses, non-profit organizations and advocacy groups that pertain to the District's communications on transgender students and Transgender Policy 8005 which was recently adopted by the District. The District may exclude emails to and from students to reduce the records privacy concern.

Response See enclosed public records. See also:

<https://www.glenbrook225.org/Media/BOE/Meeting%20Minutes/2018/01-08-2018.pdf>

<https://www.glenbrook225.org/Media/BOE/Meeting%20Minutes/2018/01-22-2018.pdf>

<https://www.glenbrook225.org/Media/BOE/Meeting%20Minutes/2018/02-12-2018.pdf>

<https://www.glenbrook225.org/Media/BOE/Policies/Section%208000/8005-Transgender-Students.pdf>

Some public records concerning the formulation of the policy and the formulation of the School District's communications concerning the policy have been withheld or redacted pursuant to the following exemptions:

- §7(1)(f) of the FOIA: "Preliminary drafts, notes, recommendations, memoranda and other records in which opinions are expressed, or policies or actions are formulated..."
- §7(1)(m) of the FOIA: "Communications between a public body and an attorney...that would not be subject to discovery in litigation".

Some records have been redacted pursuant to §7(1)(b) and §2(c-5) of the FOIA to protect private information, such as personal addresses and emails; some have been redacted to conceal confidential student record information pursuant to §7(1)(a) and §7.5(r) of the FOIA, as well as state and federal student records confidentiality laws (105 ILCS 10/6(a) and 20 U.S.C. § 1232g).

Request 2. All scientific articles regarding transgender persons circulated among the School Board, School Administration, and the Policy Committee which were used or relied on to create the new Transgender Policy.

Response No public records responsive to this request are possessed, maintained or controlled by the School District.

Request 3. Please provide a copy of the School board legal liability insurance coverage document issued to District 225 as a member of the Secondary School Cooperative Risk Management Program.

See enclosed public record.

Should you believe that this response is an unlawful denial of your request, you may file a request for review with the Public Access Counselor ("PAC") pursuant to §9.5 of *FOIA*. You can file your Request for Review with the PAC at the Office of the Attorney General, 500 South 2<sup>nd</sup> Street, Springfield, IL 62706 or by calling 1-877-299-FOIA. You also have the right to seek judicial review of your denial by filing a lawsuit in the Circuit Court pursuant to §11 of *FOIA*.

Sincerely,

Rosanne Williamson Ed.D.  
Assistant Superintendent for Educational Services  
Glenbrook H.S. District 225  
3801 West Lake Ave.  
Glenview, IL 60026  
[847-486-4701](tel:847-486-4701)

On Wed, Feb 28, 2018 at 5:19 PM, [glenn@avistamail.net](mailto:glenn@avistamail.net) <[glenn@avistamail.net](mailto:glenn@avistamail.net)> wrote:

Roseanne, I reviewed your response with my attorney and have narrowed the scope for request #1, rephrased #4 and removed #2 and #3. Based on your response to request #3, the School Board and District Administration is essentially admitting that they have no written instructions in place or guidance for staff to implement the new Policy. I also added an additional request for a copy of an insurance policy.

I am requesting the following documents between the dates of August 1, 2015, to February 9th, 2018. I am requesting this information be provided to me by March 15, 2018

1. All emails, text messages, notes and documents (to include postal mail) to and from the School Board members, the School Board Administration Staff, the Policy Committee, as well as from third parties such as businesses, non-profit organizations and advocacy groups that pertain to the District's communications on transgender students and Transgender Policy 8005 which was recently adopted by the District. The District may exclude emails to and from students to reduce the records privacy concern.
2. All scientific articles regarding transgender persons circulated among the School Board, School Administration, and the Policy Committee which were used or relied on to create the new Transgender Policy.

3. Please provide a copy of the School board legal liability insurance coverage document issued to District 225 as a member of the Secondary School Cooperative Risk Management Program.

Glenn Farkas  
Avista Wealth Management

**Schedule A Meeting or Free Consultation @ <https://freebusy.io/glenn@avistamail.net>**

1363 Shermer Road, Suite 330  
Northbrook, IL 60062  
847-521-4950 (Office)  
224-355-1004 (Fax)

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Rosanne Williamson Ed.D.  
Assistant Superintendent for Educational Services  
Glenbrook H.S. District 225  
3801 West Lake Ave.  
Glenview, IL 60026  
[847-486-4701](tel:847-486-4701)

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**2 attachments**

 **#3.pdf**  
841K

 **#1.pdf**  
8646K