

## **PENNOYER SCHOOL DISTRICT 79**

### **FREEDOM OF INFORMATION ACT**

Requests made under the Freedom of Information ACT (FOIA) to review or obtain copies of public records are to be submitted to:

Dr. Kristin Kopta, Chief FOIA Officer  
5200 North Cumberland Avenue  
Norridge, Illinois 60706  
kkopta@pennoyerschool.org

Ms. Jill Rzadzki, Deputy FOIA Officer  
5200 North Cumberland Avenue  
Norridge, Illinois 60706  
jrzadzki@pennoyerschool.org

#### **Categories of the District's Public Records**

**The following list identifies the types of public records maintained and available for public inspection:**

Administrative materials and procedural rules;  
Board of Education policies and final documents explaining or interpreting such policies;  
Final reports and studies prepared by or for the District;  
Information concerning expenditure of public funds, unless otherwise exempt from disclosure under FOIA;  
Names, salaries, titles, and dates of employment for all District employees and officers;  
Minutes of Board of Education meetings open to the public;  
Information concerning grants or contracts made by the District, unless otherwise exempt from disclosure under FOIA;  
All other information required by law to be made available for public inspection and copying.

#### **List of Documents or Categories or Records that the District Shall Immediately Disclose Upon Request:**

Board of Education Policies;  
Minutes of Board of Education meetings open to the public;  
Collective Bargaining Agreements:  
Administrators' Compensation Report;  
Current School District Budget Report;  
List of Contracts in Excess of Twenty Five Thousand Dollars (\$25,000.00)

#### **Fee Schedule for FOIA Requests**

Unless a fee is otherwise fixed by another statute, or unless the District grants a request for a fee waiver as defined in FOIA; the charges associated with copies in response to FOIA requests shall be set forth below:

No fees shall be charged for the first fifty (50) pages of black and white, letter or legal sized copies requested.

Therefore, a fee of fifteen cents (\$0.15) per page will be charged for each additional black and white, letter or legal sized copy after the first fifty (50) copies.