



# CRYSTAL LAKE ELEMENTARY DISTRICT #47

300 Commerce Drive, Crystal Lake, Illinois 60014 (815) 788-5000

[www.d47.org](http://www.d47.org)

[f /D47schools](https://www.facebook.com/D47schools) [t @crystallakeSD47](https://twitter.com/crystallakeSD47)

July 16, 2018

Ms. Kelly Read  
Administrative Intern  
Jack D. Franks Office

Dear Ms. Read:

On July 10, 2018, the School District received your Freedom of Information Act request via email. The following information was requested for fiscal years 2010 to 2017:

- The total number of district employees; The School District does not have specific records that include the information you request. Providing this information would require the School District to create a record. The FOIA specifically provides that a public body is not obligated to prepare a public record for the purpose of responding to a FOIA request. 5 ILCS 140/1. The FOIA only requires that a public body provide existing non-exempt records in response to requests.
- The total number of administrators employed by the district. Please see the Teacher & Admin Compensation Reports contained on our district website under Business > [Compensation Reports](https://www.d47.org/Page/436) <https://www.d47.org/Page/436>
- All salary ranges for administrative staff; The School District does not have specific records that include the information you request. Providing this information would require the School District to create a record. The FOIA specifically provides that a public body is not obligated to prepare a public record for the purpose of responding to a FOIA request. 5 ILCS 140/1. The FOIA only requires that a public body provide existing non-exempt records in response to requests. Please see the Teacher & Admin Compensation Reports contained on our district website under Business > [Compensation Reports](https://www.d47.org/Page/436) - <https://www.d47.org/Page/436>.
- The total compensation for administrative staff paid in each fiscal year. The School District does not have specific records that include the information you request. Providing this information would require the School District to create a record. The FOIA specifically provides that a public body is not obligated to prepare a public record for the purpose of responding to a FOIA request. 5 ILCS 140/1. The FOIA only requires that a public body provide existing non-exempt records in response to requests. Please see the Teacher & Admin Compensation Reports contained on our district website under Business > [Compensation Reports](https://www.d47.org/Page/436) - <https://www.d47.org/Page/436>.

*Educational Excellence for all Students is our Passion and Commitment.*

- All salary ranges for teachers;  
Please see the Teacher & Admin Compensation Reports contained on our district website under Business > [Compensation Reports](https://www.d47.org/Page/436) - <https://www.d47.org/Page/436>
- The total compensation for teacher staff paid in each fiscal year.  
Please see the Teacher & Admin Compensation Reports contained on our district website under Business > [Compensation Reports](https://www.d47.org/Page/436) - <https://www.d47.org/Page/436>.
- The number of teachers at each school in your district.  
The School District does not have specific records that include the information you request. Providing this information would require the School District to create a record. The FOIA specifically provides that a public body is not obligated to prepare a public record for the purpose of responding to a FOIA request. 5 ILCS 140/1. The FOIA only requires that a public body provide existing non-exempt records in response to requests.

If you consider this response as a denial, you have the right to have the denial reviewed by the Public Access Counselor (PAC) at the Office of the Illinois Attorney General. 5 ILCS 140/9.5(a). You can file your Request for Review with the PAC by writing to: Public Access Counselor, Office of the Attorney General, 500 South 2nd Street Springfield, Illinois 62706, Fax: 217-782-1396, E-mail: [publicaccess@atg.state.il.us](mailto:publicaccess@atg.state.il.us), Phone: 1-877-299-3642. If you choose to file a Request for Review with the PAC, you must do so within 60 calendar days after the date of this denial letter. 5 ILCS 140/9.5(a). Please note that you must include a copy of your original request for documents and the denial letter when filing a Request for Review with the PAC. You also have the right to seek judicial review of your denial by filing a lawsuit in the State circuit court. 5 ILCS 140/11.

This fulfills our obligation to your FOIA request. I would appreciate acknowledgment that you received this email and successfully opened the document.

If you have any questions please feel free to contact me 815-788-5000.

Sincerely,



Clare F. Bourne  
Freedom of Information Officer  
Crystal Lake School District 47

July 10, 2018

Ms. Clare Bourne  
FOIA Officer  
Crystal Lake Elementary District 47  
[300 Commerce Drive](#)  
[Crystal Lake, IL 60014](#)

Dear Ms. Bourne,

This is a request for records under the Illinois Freedom of Information Act (5 ILCS 140).

Please forward all responsive documents to me by email at [kmread@mchenrycountyil.gov](mailto:kmread@mchenrycountyil.gov). I request that all documents kept in an electronic format be given to me electronically. If this is not possible, please call me at 815-307-5071 to discuss delivery arrangements.

I request the following information for each district fiscal year from 2010 to 2017:

- The total number of district employees;
- The total number of administrators employed by the district;
- All salary ranges for administrative staff;
- The total compensation for administrative staff paid in each fiscal year;
- All salary ranges for teachers;
- The total compensation for teacher staff paid in each fiscal year;
- and
- The number of teachers at each school in your district.

Thank you for your time. Please do not hesitate to call or email me with any questions.

Sincerely,

Kelly Read  
Administrative Intern