



EMPOWERING ALL STUDENTS

Learners Today - Leaders Tomorrow

March 21, 2019

Ms. Holly Eberle
101 Sunset Dr. Apt 282
Cary, IL. 60013

Re: Freedom of Information Request

Dear Ms. Eberle::

On March 15, 2019, Crystal Lake School District No. 47 received a Freedom of Information Act ("FOIA") Request from you in which you requested the following:

- Any/all materials related to the decision to cut school librarians from Bernotas, Lundahl, and Hannah Beardsley Middle Schools, starting in the 2019-2020 school 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.

To the extent you consider this response is a denial to your request, 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 with writing to: Public Access Counselor Office of the Attorney General, 500 South 2nd St., Springfield, Illinois 62706; Fax: 217-782-1396, e-mail: publicaccess@atg.state.il.us; Phone: 312-814-5526. If you choose to file a Request for Review with the PAC, you must do so within 60 calendar days after the date of the 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.

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

300 Commerce Dr. Crystal Lake, IL 60014 815.788.5000

www.d47.org D47schools [crystallakesd47](https://twitter.com/crystallakesd47)

**REQUEST FOR ACCESS TO PUBLIC RECORDS
PURSUANT TO THE FREEDOM OF INFORMATION ACT (5ILCS 140)**

Date of Request: Friday, March 15, 2019 FOIA Record # _____
Name: Holly Eberle Organization: - N/A -
Address: 101 Sunset Drive Apt 2E2 Phone Number: (815)354-8321
Cary, IL 60013

I HEREBY REQUEST ACCESS TO THE FOLLOWING RECORDS:

Any/All materials related to the decision to cut school librarians from Bernotas, Lundahl, and Hannah Beardsley Middle Schools, starting in the 2019-2020 school year.

Within 5 business days of the District receiving your request, you are entitled to a response, or notice that the district is in need of additional processing time (not to exceed an additional 5 business days). When our response is complete, we will contact you.

The District's response, including all supporting documents, and FOIA request with all submitted information, will be posted online under "Freedom of Information" on the District 47 website. District 47 provides this service as a public courtesy for no fee. Documents will be posted within 10 business days from our response to your request.

Fees will apply after the initial limited amount of black and white copies are provided. Actual cost of color or abnormal size copies will apply.

FOR OFFICE USE ONLY:

The District's response and records were accessed by: In House Inspection Pick-up Mail Fax Email

Date: _____ Time: _____

AMT REC'D: _____ Check# _____ Cash _____

FOIA Officer: _____

Witness: _____



Crystal Lake Community Consolidated School District 47
300 Commerce Drive, Crystal Lake, IL. 60014
Phone: 815-459-6070 Fax: 815-479-8566

