



**CRYSTAL LAKE ELEMENTARY DISTRICT #47**  
300 Commerce Drive, Crystal Lake, Illinois 60014 (815) 788-5000  
www.d47.org  
/D47schools @crystallakeSD47

February 23, 2022

Ms. Emily Coleman  
Editor, Northwest Herald  
Shaw Media

**Re: Freedom of Information Request**

Dear Ms. Coleman:

On February 17, 2022 Crystal Lake School District No. 47 received a Freedom of Information Act (“FOIA”) Request from you via email, in which you requested the following:

- Any and all records showing any formal disciplinary actions taken against Christina Moran by Crystal Lake District 47 or any of its officials;
  - The district does not possess the documents/information you are requesting but is also exempt under 5 ILCS 5/140/7(1)(c) (Personal Information), and 5 ILCS 140/7(1)(b) (Private Information).
- Moran's resignation letter or retirement notice or any communication from district to Moran regarding decision not to renew contract;
  - Please find the attached document
- Any and all records in Moran's personnel files;
  - The information you are requesting is exempt under FOIA exemption 5 ILCS 140/7(1)(a) & 105 ILCS 5/24A-7.1 (teacher performance evaluations), 5 ILCS 5/140/7(1)(c) (Personal Information), and 5 ILCS 140/7(1)(b) (Private Information).
- If not included in the above, all records related to internal and external complaints made against Moran, including but not limited to allegations of misconduct;
  - The District does not possess any of the documents/information you are requesting but is also exempt under 5 ILCS 5/140/7(1)(c) (Personal Information), and 5 ILCS 140/7(1)(b) (Private Information).
- If not included in the above, all records related to disciplinary action taken against Moran;
  - The District does not possess any of the documents/information you are requesting but is also exempt under 5 ILCS 5/140/7(1)(c) (Personal Information), and 5 ILCS 140/7(1)(b) (Private Information).
- If not included in the above, all records of internal investigations of Moran.
  - The District does not possess any of the documents/information you are requesting but is also exempt under 5 ILCS 5/140/7(1)(c) (Personal Information), and 5 ILCS 140/7(1)(b) (Private Information).

Please find the attached documents which fulfill our obligation to your FOIA.

*Educational Excellence for All Students is Our Passion and Commitment.*

To the extent you consider this response 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 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: 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

Hello,

I am requesting the following records under the Freedom of Information Act:

- Any and all records showing any formal disciplinary actions taken against Christina Moran by Crystal Lake District 47 or any of its officials;
- Moran's resignation letter or retirement notice or any communication from district to Moran regarding decision not to renew contract;
- Any and all records in Moran's personnel files;
- If not included in the above, all records related to internal and external complaints made against Moran, including but not limited to allegations of misconduct;
- If not included in the above, all records related to disciplinary action taken against Moran;
- If not included in the above, all records of internal investigations of Moran.

I also request that these records be provided digitally to this email address and as a member of the media, any fees be waived. If either of these requests cannot be honored, please contact me regarding pickup and/or payment. Please let me know the cost of the records prior to fulfilling my request. I can be reached at 815-526-4616 or this email address.

I look forward to hearing from you in writing within five working days, as required by the Act 5 ILCS 140(3). Thank you for considering and responding to this request.

Sincerely,

Emily

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Emily Coleman  
Editor, Northwest Herald  
Shaw Media

From: **Moran, Christina** <camoran@d47.org>

Date: Wed, Sep 29, 2021 at 11:44 AM

Subject: Letter of Resignation

To: Kathy Hinz <khinz@d47.org>, Greg Buchanan <gsbuchanan@d47.org>

It is with sincere gratitude and appreciation that I submit this letter of resignation from my position as the Assistant Superintendent of Curriculum, Instruction and Assessment effective at the end of my contract for the 21/22 school year, June 30th, 2022. Making this decision is one that has weighed heavily on me as I will sincerely miss the students and staff of District 47. However, I am excited to take on a new adventure and will be relocating out of Illinois. My journey in District 47 over the past 13 years has been exciting, challenging, rewarding and one that I wouldn't trade for any other experience. My heart and soul have been truly invested in every moment of those 13 years.

My decision to relocate is not a reflection on District 47 or anyone in our district. Working alongside Dr. Hinz has provided me with countless opportunities to learn, grow, collaborate and accomplish incredible things. Kathy is the epitome of a servant leader and continues to lead by example through the most difficult of times. I am eternally grateful for her, Dr. Buchanan, the board, the executive cabinet, the CIA team and countless others that I have had the privilege of working with.

I remain invested in the work of our District for the remainder of our school year and am happy to support a smooth transition process.

Kindly,

Christina Moran

**Christina Moran**

*Assistant Superintendent*

*of Curriculum, Instruction & Assessment*

*Educational Excellence for All Students is Our Passion and Commitment.*