



EMPOWERING ALL STUDENTS

Learners Today - Leaders Tomorrow

November 24, 2020

Mr. Cameron Bosak, Student Clinician
Legislation and Policy Clinic
25 E. Pearson St. Suite 1107
Chicago, IL. 60611

Re: Freedom of Information Request

Dear Mr. Bosak:

On November 17, 2020, Crystal Lake School District No. 47 received a Freedom of Information Act ("FOIA") Request from you via email in which you requested to inspect or obtain copies of public records from CCSD #47 for the academic years of 2019-2020 and 2020-2021 (to date) that indicate:

- The rate of student chronic absenteeism, defined as the percentage of students who miss 10 percent or more of school days within an academic year with or without a valid excuse;
- The rate of student chronic truancy, defined as the percentage of students who miss 5 percent of school days within an academic year without a valid excuse;
- The number of students removed from attendance rolls due to consecutive absences; and
- The number of students referred to the local municipality for truancy.

I request that these records be disaggregated by:

- The racial demographics of the students;
- Whether the students were enrolled in an Individualized Education Program or a 504 Plan; and
- Whether the students were eligible for Free or Reduced-Price Lunch.

Additionally, I request copies of:

- Any and all written policies or procedures concerning take-home distribution of district-issued technology for student use and/or district resources to assist students with internet connectivity.
 - [Technology Chromebook forms and documents](#)
 - [mifi requests](#)

Please find the links above for information that is readily available on our website. The remaining documentation is provided.

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

Sincerely,

Clare F. Bourne

300 Commerce Dr. Crystal Lake, IL 60014 815.788.5000

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SCHOOL of LAW

Civitas ChildLaw Clinic
Phillip H. Corboy Law Center
25 E. Pearson Street, 11th Floor • Chicago, IL 60611
P • 312.915.7952 F • 312.915-6485
E • childlaw-center@LUC.edu W • LUC.edu/childlaw

November 17, 2020

Clare Bourne
Crystal Lake CCSD #47
300 Commerce Dr.
Crystal Lake, IL 60014
CFBourne@d47.org

Re: Illinois Freedom of Information Act Request

Dear Ms. Bourne:

Under the Illinois Freedom of Information Act, 5 ILCS 140, I am requesting an opportunity to inspect or obtain copies of public records from CCSD #47 for the academic years of 2019-2020 and 2020-2021 (to date) that indicate:

- The rate of student chronic absenteeism, defined as the percentage of students who miss 10 percent or more of school days within an academic year with or without a valid excuse;
- The rate of student chronic truancy, defined as the percentage of students who miss 5 percent of school days within an academic year without a valid excuse;
- The number of students removed from attendance rolls due to consecutive absences; and
- The number of students referred to the local municipality for truancy.

I request that these records be disaggregated by:

- The racial demographics of the students;
- Whether the students were enrolled in an Individualized Education Program or a 504 Plan; and
- Whether the students were eligible for Free or Reduced-Price Lunch.

Additionally, I request copies of:

- Any and all written policies or procedures concerning take-home distribution of district-issued technology for student use and/or district resources to assist students with internet connectivity.

I understand that the Act permits a public body to charge a reasonable copying fee not to exceed the actual cost of reproduction and not including the costs of any search or review of the records. 5 ILCS 140/6. However, the law allows you to impose a waiver or reduction of fees when information is sought in the public interest, as is the case for this request. I am submitting this request on behalf of the Legislation and Policy Clinic at Loyola University Chicago as part of a research project on the effect of the COVID-19 public health crisis on student attendance and absenteeism in Illinois.

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,

/s/ Cameron Bosak

Cameron Bosak, Student Clinician
Legislation and Policy Clinic
25 E. Pearson Street, Suite 1107
Chicago, IL 60611
cbosak@luc.edu

2020 - 2021 CHRONIC ABSENTEES IEM 10% OR MORE

| ALL | GENDER | | RACE | | | | | | | IDENTIFIERS | | | |
|------|--------|--------|-------|-------|------|-------|---------|----------|-------|-------------|-----|-----|-----|
| | MALE | FEMALE | WHITE | BLACK | HISP | ASIAN | PACIFIC | NATIVE A | MULTI | EL | 504 | IEP | FRM |
| 1094 | 277 | 270 | 332 | 16 | 157 | 21 | 0 | 0 | 21 | 87 | 22 | 37 | 270 |

14.74%

2020 - 2021 CHRONIC TRUANCY 5%

| ALL | GENDER | | RACE | | | | | | | IDENTIFIERS | | | |
|-----|--------|--------|-------|-------|------|-------|---------|----------|-------|-------------|-----|-----|-----|
| | MALE | FEMALE | WHITE | BLACK | HISP | ASIAN | PACIFIC | NATIVE A | MULTI | EL | 504 | IEP | FRM |
| 12 | 8 | 4 | 4 | 1 | 7 | | | | | 3 | | 1 | 5 |

0.16%

TOTAL ENROLL 7422



Crystal Lake Elementary District 47

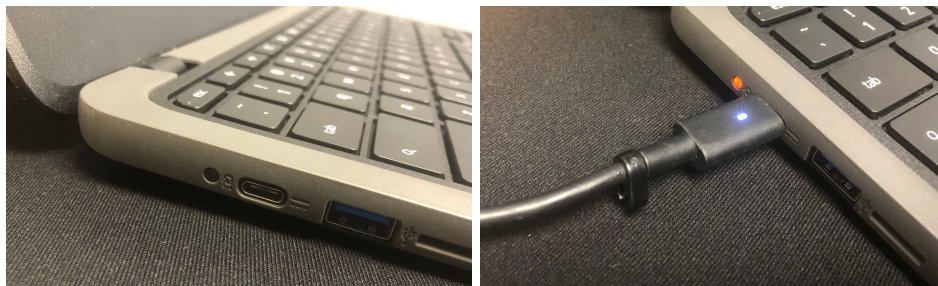
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Chromebook Login Basics

Please follow these steps to start up the student's Chromebook and get logged in.

1. **Powering Up:** Turn on the Chromebook and make sure it is charged:
 - a. Open up the Chromebook and press the Power button. If the Chromebook does not turn on, you may need to plug in the charger. See the photos below.



Note: The battery indicator light on the Chromebook should be orange when it is charging.

2. **Connecting to the internet:** (If you have home Wi-Fi, skip to step 3 below.) If you do not have internet access at home, you will be given a phone that will also function as a Wi-Fi hotspot. Each phone is labeled with the phone number, SSID (Wi-Fi Network), and the wireless password.



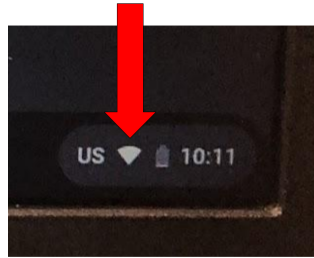
3. **Connecting to home Wi-Fi:**
 - a. If you have a Wi-Fi network at home, select it and enter your home Wi-Fi password.
 - b. Once connected, you should see the white Wi-Fi logo in the lower right as indicated.



Crystal Lake Elementary District 47

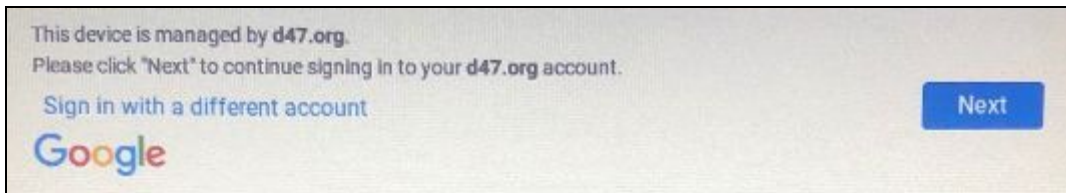
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4. Chromebook Sign-in Page: Log in to the Chromebook using your student's "Clever badge":

- a. Click the blue "Next" button on the sign-in page.



- b. Hold the Clever badge in front of the camera and it will log in automatically. If you are not using a Clever badge, click "Sign in with a different account."

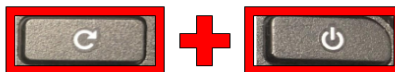
FAQ / Troubleshooting:

Q: What if I have an issue with one of the above steps?

A: Call: 815-788-5060 or email techsupport@d47.org. You can also use the "live chat" feature on the District 47 website.

Q: What if the Chromebook will not turn on, even after plugging it into the charger?

A: Verify that the outlet works, let it charge for a few minutes, then try pressing the Power and Refresh keys at the same time.



Q: Where can I find the asset tag and serial number?

A: On the bottom of the Chromebook, the asset tag number is on the white label and the serial number is the first barcode.





Crystal Lake Elementary District 47

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Low-Cost / Free Internet Offers

The following service providers are among those offering free or low-cost internet access to Illinois families to support learning during school closures.

- **AT&T**

- AT&T is expanding its “**Access from AT&T**” program, a low-cost home internet service for qualifying households.
 - Cost: Free for two months for new Access from AT&T customers. After that, cost is \$10 per month.
 - Eligibility: AT&T has expanded eligibility for this program to households participating in the National School Lunch Program and Head Start.

- **Comcast**

- **Xfinity WiFi Free For Everyone:** Xfinity WiFi hotspots across the country will be available to anyone who needs them for free – including non-Xfinity Internet subscribers.
 - For a map of Xfinity WiFi hotspots, visit www.xfinity.com/wifi.
 - Once at a hotspot, users can select the “xfinitywifi” network name in the list of available hotspots, then launch their web browser.