

# DISTRICT 202

## FREEDOM OF INFORMATION ACT INFORMATION

### ABOUT DISTRICT 202

Plainfield Community Consolidated School District 202 is a creative, proactive school system in the southwest Chicago suburbs, dedicated to ensuring that all students learn, achieve and grow to their maximum potential.

District 202 serves about 25,000 students from a 64-square mile area encompassing all or parts of Bolingbrook; Crest Hill; Joliet; Lockport; Naperville; Plainfield; Romeoville and unincorporated Will and Kendall counties.

### PUBLIC COMMUNICATIONS THROUGH THE FREEDOM OF INFORMATION ACT

District 202 is committed to open, transparent and efficient two-way public communications through many means, including the **Illinois Freedom of Information Act (FOIA)**.

## To request public records, documents and information through the FOIA, please:

- Contact **Director of Community Relations/FOIA Officer Tom Hernandez** at (815) 577-4008 or [tahernan@psd202.org](mailto:tahernan@psd202.org), or
- In Mr. Hernandez's absence, contact **Assistant Community Relations Director Linda Taylor** at (815) 577-4085 or [ltaylor@psd202.org](mailto:ltaylor@psd202.org).

**\*\*\*NOTE:** All FOIA requests must be in writing, via U.S. mail, email or fax. Citizens are not required to use an official FOIA form to request information through FOIA. However, District 202 provides an official FOIA form for the requestor's convenience. (*attached*)

The completed FOIA request/form can be mailed to Tom Hernandez/Linda Taylor at the District 202 Administrative Center, 15732 Howard Street, Plainfield, 60544; faxed to (815) 577-1067; or emailed to the appropriate email addresses.

District 202 will respond to all FOIA requests within the time required by law. A fee for copying may be charged, as allowed by law.

**PLEASE NOTE:** *All completed FOIA requests, including the initial written request and all responsive materials will be posted on the District 202 web site (<http://www.psd202.org/Departments/CR/index.php?p=foia>) to ensure public transparency and enhance record keeping.*