

August 12, 2021

Michelle Matthews
[REDACTED]

RE: Freedom of Information Act Request

VIA ELECTRONIC MAIL

Dear Ms. Matthews:

This is to acknowledge that Parkland College District No. 505 is in receipt of your Freedom of Information Act (FOIA) request dated July 29, 2021, via electronic mail. In your e-mail, you requested that the College make available the following records:

“All emails sent between Heidi Papenbrok and Diane Cousert between the dates of January 1st, 2018 through June 30th, 2021.

Specifically, any email where the content includes me (Michelle Matthews), or anything about me or decisions that were made by me regarding nursing pairings, course section management, or second semester nursing courses (NUR 151 and NUR 118).”

In our telephone conversation today, August 5, we discussed narrowing your request to private communications between Heidi Papenbrok and Diane Cousert, rather than distribution list correspondence, and those that might include those two individuals and Dean Carolyn Ragsdale.

On August 5, 2021, the college reached out to extend the response period by five business days pursuant to 5 ILCS 140/3(e).

Parkland College’s Response:

The college has attached a .PDF document totaling 121 pages that is responsive to your request.

Twenty-five (25) pages of correspondence have been redacted or withheld pursuant to the following exemptions:

- 5 ILCS 140/7(c) – “Personal information contained within public records, the disclosure of which would constitute a clearly unwarranted invasion of personal privacy,” including student names, educational records, and personal family and medical information.
- 5 ILCS 140/7(f) – “Preliminary drafts, notes, recommendations, memoranda and other records in which opinions are expressed, or policies or actions are formulated.”
- 5 ILCS 140/7(n) – “Records relating to a public body’s adjudication of employee grievances or disciplinary cases.”

As Vice President for Communications and External Affairs, I am responsible for granting and denying the requests for records under the *Freedom of Information Act*. Please be aware that this response to your request

is pursuant to my understanding of your FOIA request. If I have misunderstood your request, please let me

know as soon as possible so I may provide the correct information. Finally, if you believe that this response constitutes a denial of your request, you have the right to have this response 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

You also have the right to seek judicial review of this response by filing a lawsuit in the State circuit court. 5 ILCS 140/11.

If you choose to file a Request for Review with the Public Access Counselor or State court, you will need to include a copy of this letter for the review.

If you have any questions or concerns, please do not hesitate to contact us.

Sincerely,



Stephanie L. Stuart
Vice President for Communications and External Affairs

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CC: FILE
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