

August 5, 2021

Michelle Matthews
[REDACTED]

RE: Freedom of Information Act Request

Dear Ms. Matthews:

This is to acknowledge that Parkland College District No. 505 is in receipt of your *Freedom of Information Act* (FOIA) request received in my office on July 29, 2021, for the following:

“All emails sent from Heidi Papenbrok to Diane Cousert between the dates of July 1st, 2021 and today, July 29, 2021. Specifically, the email will contain content related to me (Michelle Matthews) and an upcoming office move.”

Response:

The college has attached a .PDF totaling 15 pages that is responsive to your request. Pursuant to 5 ILCS 140/7(1)(f), one (1) page of correspondence was withheld as it includes “preliminary drafts, notes, recommendations, memoranda and other records in which opinions are expressed, or policies or actions are formulated.”

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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