January 25, 2010

ISBE
Public Affairs Dept.
100 North First Street
Springfield, IL 62777-0001

Dear Public Affairs Manager:

Pursuant to the rights granted under the FOIA, title 5 of the USC section 552 ("FOIA"), I am requesting the following listed documents from the CHICAGO COMMUNITY LEARNING CENTER'S 2005 School Year application for operating within the State of Illinois as an educational facility:

a) 2005 Course of Instruction of each course administered;
b) School Catalog;
c) Final Bulletin
d) Instruction Qualification Record [ISBE29-08]
e) Chief Managing Employee & Assistant Qualification Record [ISBE29-08A];
f) Enrollment Agreement/Contract.

The materials are requested solely for a private purpose. These items are needed to provide a better understanding of the activities listed within the schools informational materials given to the public as advertisement of their educational intent. And to verify the information provided to the public with the materials given to ISBE for their operational scope of services. This is significant to disclose the school's actual performance in reference to their approved application.

If you regard any of these documents as potentially exempt from the FOIA'S disclosure requirements, I request nonetheless request that you exercise your discretion to disclose them. As the FOIA requires, please release all reasonably segregable nonexempt portions of documents. To permit me to reach an intelligent and informed decision whether or not to file an administrative appeal of any denied material, please describe any withheld records (or portions thereof) and explain the basis for your exemption claims.

To expedite the release of the requested documents, please disclose them on an interim basis as they become available to you, without waiting until all the documents have been processed. If you have any questions about the identity of the records, their location, the scope of the request or any other matters, please call me at 8 or email me at lisakellevynic@msn.com. I look forward to receiving your response within the twenty (20) day statutory time period.

Sincerely,

Ms. Lisa Kelley