July 22, 2011

Freedom of Information Office
Illinois State Board of Education
100 North First Street
Springfield, Illinois 62777-0001
ATTN: FOIA Request

Dear Sir:

This is a request for information under the Illinois Freedom of Information Act, 5 ILCS 140.

I request that you provide copies of the following:

1. The formula used by the State Board of Education (State Board) to calculate the high school graduation rate for Illinois public schools for the Class of 2011 and for each of the prior four graduating classes.

2. The specific changes, if any, to that formula which have been made for 2011 and any of the prior four years together with any regulation, policy statement or other pertinent explanation as to why the change occurred.

3. The data (without specific student identification) submitted by the Decatur Public Schools District #61 (DPS61) to the State Board for purposes of calculating the high school graduation rates for MacArthur and Eisenhower High Schools for the Class of 2011 and for each of the prior four graduating classes.

4. Copies of the spreadsheets/worksheets/formulas actually used to calculate the high school graduation rates for DPS61 for MacArthur and Eisenhower High Schools for the Class of 2011 and each of the prior four graduating classes.

5. Any data submitted by DPS61 for the Class of 2011 and each of the prior four years which identified students who were deemed to have graduated with their class by use of “Credit Recovery Courses” which occurred after the date of graduation.
6. To the extent not included in the data for calculating the graduation rates, any data submitted by DPS61 for the years in question which is used by the State Board to calculate the annual and four year drop out rates for MacArthur and Eisenhower high schools for DPS61.

The information to be submitted hereunder may be provided in electronic form in a “pdf” format, excel spreadsheet or word to the extent that would facilitate the production. To the extent that it is available on your website, a reference to the location would be sufficient if the posted information is complete in accordance with the request. I would also be happy to agree that production could be made in two to three weeks instead of strictly in accordance with the statute. If you believe that any of the information requested is exempt from production, please let me know the specific exemption for any documents withheld but produce all remaining information not exempt. If any of the information is simply not available or if you find any request overly broad, please let me know. Please advise me as to any cost for providing the information.

Thank you for your attention to this request.

Very truly yours,

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