Nov. 5, 2012

Gary Dinowitz

Dear Mr. Dinowitz:

This letter is in response to your recent request for information under the Freedom of Information Act. Your request was received on Nov. 5.

You have requested the following information:

Request 1: Excel database of all private schools which will include the name, address, phone number and other relevant information PLUS the names and emails of all school counselors at each school. School counselors can also be under the designation of "guidance counselor."

Response 1: A list of all non-public schools, including each school’s address and phone number, is available on our website at http://www.isbe.net/research/htmls/directories.htm. Open the spreadsheet at the top of the page titled “Directory of Educational Entities” and then click on the “Non Pub Sch” tab for a list of private schools. Please note that our agency does not possess a list of private school counselors nor their contact information.

Request 2: Excel database of all public schools which will include the name, address, phone number and other relevant information PLUS the names and emails of all school counselors at each school. School counselors can also be under the designation of "guidance counselor."

Response 2: The information you seek may be accessed through Teacher Service Record data available on our website at http://www.isbe.net/research/htmls/teacher_service_record.htm.

The most current available data is for the 2011-2012 school year.

Open the “Full Public Data Set” file. The information you seek is listed in several columns:

Column J – Identifies school name
Columns K and L – Identifies school address and city
Column P – Identifies last name
Column Q – Identifies first name
Column AP – Identifies position description

Column AP may be sorted to isolate guidance counselors. Please note that our agency does not possess email addresses for guidance counselors.

If you have questions, please contact Amanda Simhauser at (217) 782-4648 or asimhaus@isbe.net

Sincerely,

Matt Vanover
Director of Public Information