From: Melissa Sanchez <msanchez@catalyst-chicago.org>  
Date: Tuesday, April 15, 2014 4:27 PM  
To: Cynthia Hamblin <chamblin@ilvirtual.org>  
Subject: Request for information on enrollments for Catalyst Chicago story

Hello Cindy,

I’m a reporter for Catalyst Chicago, a non-profit magazine that covers education in the city of Chicago. I was at the ISBE meeting last week, when the board approved an extension on the state’s agreement with Peoria for the Illinois Virtual School, and was interested in some of the discussion around enrollment numbers.

I’d like to file a formal request for information with you, under the state’s public records laws, to get enrollment data by course since Peoria took over the online school. Specifically, I’m interested in learning how many students, their grade level, and from what schools (name of high/middle school, including private, or if the student is home schooled), enrolled and completed each course offered for each year since Peoria County has taken over the administration. Also, I’d like this same data for teachers who have taken courses through the virtual school.

I’d also like to request detailed budgets for your operations for each year since you won the RFP.

Finally, I’d like to learn more about who teaches the classes. Could I get a list of all teachers and other staff/employees who have been paid to teach courses by the Virtual School, as well as the names of the courses taught and total dollar amount, by year?

Please let me know if I should modify this request in any way to make it easier to obtain the information. Once I have an opportunity to review the information, I will probably want to set up an interview with you to learn more about the operations. To get started, though, I’d like to request the information above.

Thanks so much for your help,

Melissa

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