



Theisinger, Clayton <theisingerc@pcschools535.org>

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## FOIA Request - Putnam County CUSD 535 [Ref: Brittany Hutchinson]

3 messages

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Patrick Harmon <patrick@databranchusa.com>

Sun, Jun 7, 2026 at 8:42 AM

Reply-To: patrick@databranchusa.com

To: "theisingerc@pcschools535.org" <theisingerc@pcschools535.org>

Cc: "brittany.hutchinson@thedatabranch.com" <brittany.hutchinson@thedatabranch.com>

Hello,

The Data Branch is submitting a public records request for records relating to vendor purchases.

Pursuant to the Illinois Freedom of Information Act (5 ILCS 140)

### Scope of Request:

All products from: Apptegy, Finalsite, ParentSquare, SchoolMessenger, and Blackboard Inc

We are looking for records from 2022 to now that capture the pricing details of any engagement, which may include (where applicable) subscription terms, licensing fees, per-unit costs, and implementation charges.

The types of records we are interested in include:

- Contracts, service agreements, and order forms
- Purchase orders associated with the above vendors
- RFP or solicitation documents
- Task orders issued under cooperative purchasing agreements

To make fulfillment as easy as possible, we are willing to receive records in whatever format is most convenient, including:

- Spreadsheet exports (preferred)
- PDF or Word documents
- Standard ERP or finance system reports
- Any summary-level purchasing records your office already keeps on hand

If portions of the responsive records fall under an exemption, please withhold only those portions and produce the rest.

This request *is* being submitted for commercial purposes. We are willing to work within whatever procedures Putnam County CUSD 535 uses for handling such requests, and are happy to clarify, narrow, or adjust the scope to reduce the burden on your office.

All responsive records may be directed to Brittany Hutchinson, our record intake contact, at the following:

Email: [brittany.hutchinson@thedatabranch.com](mailto:brittany.hutchinson@thedatabranch.com)

Phone: (302) 585-3132

Address: [1111B S Governors Ave STE 21033, Dover, DE 19904](#)

Thank you for your attention to this request and we look forward to a prompt reply. If this office is not the correct custodian, please forward the request to the right agency or department, or advise us where to direct it. We appreciate your cooperation.

Best regards,

Patrick Harmon

The Data Branch Research Team

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**Theisinger, Clayton** <theisingerc@pcschools535.org>

Mon, Jun 15, 2026 at 8:08 AM

To: patrick@databranchusa.com

Cc: "brittany.hutchinson@thedatabranch.com" <brittany.hutchinson@thedatabranch.com>

Dear Requestor:

The District received your FOIA request on Monday, June 8th, 2026. The District is extending the time for response by an additional five (5) business days pursuant to FOIA Sections 3(e)(v) and (vi). A further response will be provided on or before Monday, June 22nd, 2026.

Sincerely,

Dr. Clayton J. Theisinger  
FOIA Officer

[Quoted text hidden]

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**Dr. Clayton J. Theisinger**

*Superintendent*

Putnam County CUSD #535

*-Providing foundations together, Cultivating individual growth-*

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**Theisinger, Clayton** <theisingerc@pcschools535.org>

Thu, Jun 18, 2026 at 10:28 AM

To: patrick@databranchusa.com

Cc: "brittany.hutchinson@thedatabranch.com" <brittany.hutchinson@thedatabranch.com>

Dear Requestor:

Please see the attached response letter and records.


Sincerely,

Dr. Clayton J. Theisinger  
FOIA Officer

[Quoted text hidden]

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## 2 attachments

 **Response Letter (June 18th, 2026) - Vendors 3.pdf**  
200K

 **Response Documents (June 18th, 2026) - Vendors 3.pdf**  
432K