

**Name:** Owen Wang

**Organization:** Lake County Gazette

**Email:** foia@lakecountygazette.com

**Subject:** Freedom of Information Act Request – Ramadan Accommodation Policies

**Date:** 4/23/26

Dear Owen Wang,

Thank you for reaching out to Winfield School District 34 with your Freedom of Information Act (FOIA) request, as per the Illinois FOIA statute (5 ILCS 140/1 et seq.).

**Summary of Your Request ( 4/17/26):**

You requested the following public records:

**1. Policies and Guidance**

- Any and all policies, procedures, guidelines, or administrative directives concerning religious accommodations for students, including but not limited to accommodations related to Ramadan observance.

**2. Ramadan-Specific Records**

- Any and all records, including memoranda, guidance documents, or internal communications, specifically addressing accommodations for students observing Ramadan.

**3. Prayer Accommodations During School Hours**

- Any and all records reflecting policies, practices, or guidance regarding student prayer during the school day, including but not limited to:
  - Use of designated spaces for prayer;
  - Permission to leave class for religious observance;
  - Staff instructions or administrative guidance concerning such practices.

**4. Implementation and Communication**

- Any communications, including emails or memoranda, between district administrators, school staff, or external entities concerning the implementation of accommodations for students observing Ramadan.

**5. Complaints or Requests**

- Any records reflecting requests for religious accommodations related to Ramadan, and any records reflecting how such requests were handled, including summaries or reports (excluding personally identifiable student information).

**Response to Your Request:**

[Please see the attached Documents.](#)

This response fulfills your request within the five-business-day timeframe mandated by the Illinois FOIA. Should you have any additional questions or need further assistance, please do not hesitate to contact me.

Thank you for your inquiry.

Best regards,

*Amanda Melsa*

FOIA Officer

Winfield School District 34