



PUTNAM COUNTY COMMUNITY UNIT SCHOOL DISTRICT #535

400 E Silverspoon Avenue - Granville, IL 61326
(815)882-2800 x 5

March 24, 2026

VIA EMAIL

CT Mills

outreach@educatorsupportnetwork.org

Dear Requestor:

This letter serves as the timely response of Putnam County Community Unit School District 535 (the "District") to your Illinois Freedom of Information Act ("FOIA") request received on March 24th, 2026, seeking the following:

electronic copies of any existing records that identify the employee(s) responsible for or overseeing any of the following functional areas at the district or central office level:

1. *Curriculum & Instruction / Teaching & Learning*
2. *Career & Technical Education (CTE) and STEM*
3. *English Language Learner (ELL)*
4. *Technology / Information Technology / Computer Science*
5. *Library / Media Services*
6. *Core Academic Subjects, including:*
 - *English Language Arts (ELA)*
 - *Mathematics*
 - *Science*
 - *Social Studies*

For any responsive existing record, I am seeking the employee's:

- *Full Name*
- *Official Job Title*
- *District-Issued Work Email Address*

If one employee is responsible for more than one area, please indicate that accordingly.

This request is limited to existing records only and does not require the creation of a new record. If no responsive records exist for a listed area, please confirm that in writing.

Response

The following employee is responsible for or oversees all the listed areas:

- Dr. Clayton J. Theisinger – Superintendent – theisingerc@pcschools535.org

Please be advised that FOIA does not require public bodies to prepare answers to questions seeking information or create new documents in response to a request. *See Kenyon v. Garrels*, 184 Ill. App. 3d 28, 31-32 (4th Dist. 1989).

Sincerely,

A handwritten signature in black ink, appearing to read 'CJ Theisinger', with a long horizontal flourish extending to the right.

Dr. Clayton J. Theisinger
FOIA Officer