

**MID VALLEY SPECIAL EDUCATION COOPERATIVE**

**FREEDOM OF INFORMATION REQUESTS**

**REPORT TO THE EXECUTIVE ADVISORY BOARD**

**October 2, 2013**

Mid Valley has responded to two (2) Freedom of Information requests.

On August 26, 2013 Ms. Patti Lopuszanski requested the following:

1. Copy of monthly statements for all Procurement Card holders for Mid-Valley Special Education Cooperative employees for July 2013 and August 2013. List of P-card holders for 2013-2014 and their credit card spending limits.

**Response: Documents responsive to request #1 were provided.**

2. Copy of monthly statements for all Activity funds along with all receipts for purchases (student, Sunshine etc.) for 2011-2012, 2012-2013 and current school year.

**Response: Documents responsive to request #2 were provided. The documents were provided in connection with two accounts: the MVSEC Building Account and the Sail Productions Account. The Sail Productions Account was created in October 2012 and, therefore, there were no records for this account before October 2012.**

3. Address of location where donated furniture was purchased and picked up, copy of receipt for donated furniture purchased for the purpose of a Penske truck rental paid for on a Mid-Valley P-Card under a non-employee's name and address for a period of two days in September 2012.

**Response: The request for the individual address was denied. This information is a home address and constitutes "private information" within the meaning of Section 7(1)(b) of the Act (5 ILCS 140/7(1)(b)) and as defined in Section 2(c-5) of the Act (5 ILCS 140/2(c-5)). As to the remainder of request #3 seeking a receipt for donated furniture, there are no responsive documents.**

There were a total of 180 pages of responsive records. Pursuant to the Act, Board Policy 2:250, and the fee schedule approved in November 2012, Mid-Valley charges \$0.15 per page over 50 pages. In this instance, the total due for the documents was \$19.50 (130 pages x \$0.15 per page). This payment was provided when the documents were picked up.

Personnel time to respond:	Approximately 10 hours
Personnel cost to respond:	Approximately \$360.07
Attorney Cost:	Will be reported once invoice is received

On September 11, 2013, Ms. Patti Lopuszanski requested the following:

1. Copy of Mid-Valley Advisory Board Meeting agenda and minutes approving 5 extra days of pay for 2013-2014 for the following administrators per roll call vote under an action item. If not approved in an Open Meeting the name of the person who approved the additional compensation.

Natalie Assell - \$1,600.41      Linda Koch - \$1,631.07  
Melissa Jackson - \$1,848      Paige McNulty - \$1,940.62  
Tim Stoudt (4th year with MV - Noted as Interim - Retired Admin allowed to work 100 days) Interim 105 days - \$4,920.75

**RESPONSE: Responsive documents concerning Ms. Assell, Ms. Koch, Ms. Jackson and Ms. McNulty were provided. The minutes show approval of the contracts for these individuals and the contracts provide for the payment of these days. With respect to Mr. Stoudt, Mid-Valley does not have any indication of 5 extra days in the amount of \$4,920.75 being paid to Mr. Stoudt for the 2013-2014 school year and is not aware of how you derived this number. Mid-Valley did not have documents responsive to this portion of the request.**

2. Copy of Mid-Valley Advisory Board meeting agenda and minutes approving the additional pay in 2012/2013 for the following administrators per roll call vote under an action item. If not approved in an Open Meeting the name of the person who approved the additional compensation.

Carla Cumblad received a stipend (10) in the amount of \$5,362.40  
Susan Caddy received a stipend (5) \$1,867.50  
Paige McNulty received 5 additional days - \$2,065.55

**RESPONSE: Responsive documents concerning Dr. Cumblad, Ms. Caddy and Ms. McNulty were provided. The minutes show approval of the contracts for these individuals (in the case of Ms. McNulty and Dr. Cumblad) and also show approval of payroll reports which included the amounts indicated above.**

3. List of Mid-Valley employees currently on the retirement track documenting baseline year and salary followed by 6% increase for last 4 years of their employment. Copy of retirement plan, base year guidelines, and information on increase/reduction of earnings once decision to retire is made.

**RESPONSE: Responsive documents were provided, including the relevant portions of the TASC and MVSEA collective bargaining agreements describing the retirement incentives.**

Personnel time to respond:	Approximately 11.75 hours
Personnel cost to respond:	Approximately \$489.99
Attorney Cost:	Will be reported once invoice is received

Updated cost information from prior reports:

Attorney costs for FOIA requests reported to Board in July: \$1481.25

Respectfully Submitted,

Nancy Sporer  
FOIA Officer