



Mid-Valley Special Education Cooperative

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Executive Advisory Board Meeting September 3, 2025 9:00 AM

The Mid-Valley Special Education Cooperative Board met in Regular Session on Wednesday, September 3, 2025 at the Mid-Valley Special Education Cooperative, 1304 Ronzheimer Avenue, St. Charles, IL 60174.

Call to Order

Dr. Gordon, Superintendent D303, Board Chair called the meeting to order at 9:04 a.m.

Roll Call

Upon roll call the following members were also present: Mr. Kim, Superintendent D101; Dr. Kilrea, Interim Superintendent D301; Dr. Rohlwing, Superintendent D302; and Dr. Barrett, Superintendent D304.

Also present: Special Education Administrative Liaisons/Designees from the member districts; Mrs. Lisa Palese, Mid-Valley Executive Director; Mr. Matthew McDonald, Mid-Valley Director of Business and Human Resources; and Mrs. Brandi Pedersen, Recording Secretary.

Public Comment

None

Consent Agenda

- 3.1** Approval of Minutes, Executive Board Meeting, August 6, 2025
- 3.2** Approval of Closed Session Minutes, August 6, 2025
- 3.3** Approval of Bills, August 2025
- 3.4** Approval of Payroll, August 2025
- 3.5** Approval of Financial Report, August 2025
- 3.6** Approval of the Treasurer's Report, August 2025

Dr. Gordon called for Approval of the Consent Agenda. Dr. Rohlwing moved and Dr. Gordon seconded the motion. Approval of the Consent Agenda was confirmed by unanimous vote. 5-0.

For Information

4.1 Student Enrollment Update and Classroom Openings, August 2025

Mrs. Palese shared the student enrollment count. There are no significant changes since the start of the school year.

4.2 Staffing Update, August 2025

Mr. McDonald informed the board that we are in a good spot with staff however, a lot of the new support staff are from contract agencies.

4.3 Administrative Liaison Meeting Minutes, August 29, 2025

Mrs. Palese discussed the Liaison meeting minutes. Topics included: Enrollment & Classroom Capacity, ESY Reflections, Proportionate Sharing and E-Learning for school closures.

4.4 Posting of Compensation Reports and Contracts Over \$25,000

Mr. McDonald let the Board know that the Compensation Reports were posted on the website.

For Discussion

5.1 Executive Assistant to the Director of Student Services Position (10 months to 12 months)

Mr. McDonald is seeking the Board's approval to change the Executive Assistant to the Director of Student Services from a 10-month to a 12-month position, effective this year on a prorated basis.

5.2 Executive Director Search Process

Mr. McDonald asked the Board about the process of conducting interviews for the Executive Director position. The Board agreed to have a Staff Panel prior to having the Liaison and Superintendent Panel which will take place November 5, 2025.

For Action

6.1 Approval of the Personnel Report, August 2025

Mr. Kim motioned, seconded by Dr. Rohlwing, for Approval of the Personnel Report, August 2025. Motion carried by unanimous roll call vote. 5-0

6.2 Approval of the Executive Assistant Position (10 month to 12 month)

Dr. Rohlwing motioned, seconded by Mr. Kim, for Approval of the Executive Assistant Position (10 month to 12 month). Motion carried by unanimous roll call vote. 5-0

New Business

None

Adjournment

Motion made by Dr. Barrett and seconded by Dr. Kilrea. By consensus, the motion carried 5-0 Ayes.

The meeting adjourned at 9:16 AM

Chair of the Mid-Valley Board

The next Regular Mid-Valley Executive Advisory Board Meeting will be Wednesday, October 1, 2025, 9:00 AM at the Mid-Valley Administration Offices, 1304 Ronzheimer Avenue. St. Charles, IL 60174