



***Mid-Valley Special Education Cooperative***

Dr. Carla Cumblad, Executive Director

1304 Ronzheimer Avenue

St. Charles, IL 60174

Phone: 331-228-4873

Fax: 331-228-4874

---

MEMO TO: Executive Advisory Board

FROM: Nancy Sporer, Director of Business and Human Resources

DATE: March 2, 2016

RE: **PERSONNEL REIMBURSEMENT**

Annually, Mid Valley submits for reimbursement of personnel costs and these reimbursement payments are paid to the districts quarterly based on the percent of total tuition paid by each district in the previous year. We are expecting the second quarter tuition payment for this year to be wired to us tomorrow. Checks will be processed in March and sent to each district after Board approval.

Attached is a chart showing the amount of reimbursement received and paid in the first quarter and the total amount to be paid to each district from the second quarter.

Please feel free to call me if you have any questions.