

Mid-Valley Special Education Cooperative

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MEMO

TO: Executive Board
FROM: Matt McDonald, Director of Human Resources & Business
DATE: April 8, 2026
RE: FOIA Requests

The following FOIA requests were received and responded to:

March 19, 2026

Pursuant to applicable public records laws, I respectfully request electronic copies of any **existing records** identifying the employee(s) responsible for **leadership, oversight, or coordination** of the following functional areas at the district or central office level:

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

For any responsive existing record, please provide the following for the identified employee(s):

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

If one employee is responsible for multiple areas, please indicate accordingly.

This request is limited to **existing records only** and does not require the creation of a new record. If the requested information is maintained within a staff directory, organizational chart, or similar record, an electronic copy of that record is sufficient.

If no responsive records exist for a listed area, please confirm that in writing.

This request was responded to on March 19, 2026 stating that there was no responsive records.

April 2, 2026

Pursuant to the Illinois Freedom of Information Act (5 ILCS 140/1 et seq.), I am requesting access to and copies of the following public records possessed by Mid-Valley Special Education Cooperative:

All purchase orders and/or payment records for non-person/vendor entities, such as companies, organizations, or contractors from January 1, 2025 to current date. Records should include, at minimum:

- Purchase date
-
- Vendor name
-
- Line item description
-
- Line item quantity
-
- Line item Amount

If vendor names are coded in the file, please provide a vendor list with corresponding codes.

Examples of relevant reports/records may include: check registers, procurement reports, standard PO detail reports, warrant/claims reports, and purchase order history reports, among others.

This request excludes any purchase orders or payments issued to staff, employees, or individuals for payroll, reimbursements, stipends, or other personnel-related expenses.

I am requesting existing, already maintained electronic records (without copying, scanning, or printing).

This request was responded to on April 4, 2026.