



MEMO

TO: Executive Board

FROM: Matt McDonald, Senior Director of Human Resources & Business/CSBO

DATE: October 7, 2026

RE: FOIA Request Response

The following FOIA request was received on September 14, 2026:

Pursuant to the Illinois Freedom of Information Act (5 ILCS 140/1 et seq.), I am requesting existing electronic records maintained by Mid-Valley Special Education Cooperative reflecting payment records for all vendor entities (companies, organizations, contractors, and other non-person payees) from January 1, 2026 to current date, including at minimum:

- Purchase date
- Vendor name
- Line-item description
- Line-item amount

If vendor names are coded, please include the existing vendor list/key.

Examples of responsive records: AP vendor history, check register, procurement report, PO detail report, warrant/claims report, PO history report. These are illustrative only. Any existing report containing the requested fields is responsive. I am not requesting creation of a new record.

This request concerns non-person transactions. If personnel payments (payroll, stipends, reimbursements) appear in the same report, no separation is needed; the report as-is fulfills this request.

I am requesting existing electronic records only (no copying, scanning, or printing).

This request was responded to on September 15, 2026.