

Executive Advisory Board Meeting

Wednesday, September 2, 2020 9:00 AM

Mid-Valley Special Education Cooperative, 1304 Ronzheimer Avenue, St.
Charles, IL 60174

1. **Call to Order**

2. **Approval of the Agenda**

3. **Public Comment**

4. **Consent Agenda**

1. Approval of Minutes, Executive Board Meeting,
August 5, 2020



Mid-Valley Special Education Cooperative

1304 Ronzheimer Avenue
St. Charles, IL 60174
Phone: 331-228-4873
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Executive Advisory Board Meeting August 5, 2020 9:00 AM

The Mid-Valley Special Education Cooperative Board met in Regular Session on Wednesday, August 5, 2020 at the Mid-Valley Special Education Cooperative, 1304 Ronzheimer Avenue, St. Charles, IL 60174

Call to Order

Dr. Pearson, Superintendent D303, Board Chairman called the meeting to order at 9:00 a.m.

Roll Call

Upon roll call the following members were also present: Dr. Leden, Superintendent D302; Dr. Mutchler, Superintendent D304 and Dr. Stirn, Superintendent D301. Absent was Dr. Hichens, Superintendent D101.

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

Approval of the Agenda

Dr. Pearson called for the Approval of the Agenda. Dr. Mutchler moved and Dr. Leden seconded the motion. Approval of the Agenda was confirmed by unanimous vote. 4-0 Absent was Dr. Hichens, Superintendent D101.

Public Comment

None

Consent Agenda

- 4.1 Approval of Minutes, Executive Board Meeting, July 1, 2020
- 4.2 Approval of Bills, July 2020
- 4.3 Approval of Payroll, July 2020
- 4.4 Approval of Financial Report, July 2020
- 4.5 Approval of the Treasurer's Report, July 2020

Dr. Pearson called for Approval of the Consent Agenda. Dr. Mutchler moved and Dr. Stirn seconded the motion. Approval of the Consent Agenda was confirmed by unanimous vote. 4-0 Absent was Dr. Hichens, Superintendent D101.

Information

5.1 Student and Staff Enrollment, June 2020

Mrs. Palese reported the student/staff enrollment for July 2020. Mid-Valley has 2.5 less staff members and 1 more student compared to the start of 2019.

5.2 Estimated FY21 Tuition Bill

Mrs. Sporer shared the estimated tuition bill and showed how the new way of billing is much clearer and the budget process is more efficient.

5.3 Administrative Liaison Meeting Minutes, July 27, 2020

Mrs. Palese shared the Liaison meeting minutes which focused on making sure everything is ready for the upcoming school year. ESY was also discussed..

For Discussion

None

For Action**7.1 Approval of the Personnel Report, July, 2020**

Dr. Stirn motioned, seconded by Dr. Leden for Approval of the Personnel Report. Motion carried by unanimous roll call vote. 4-0 Absent was Dr. Hichens, Superintendent D101.

7.2 Approval of the Mid-Valley Re-opening Plan

Dr. Stirn motioned, seconded by Dr. Leden for Approval of the Mid-Valley Re-opening Plan. Motion carried by unanimous roll call vote. 4-0 Absent was Dr. Hichens, Superintendent D101.

7.3 Approval of the FY21 Tentative Budget

Dr. Mutchler motioned, seconded by Dr. Stirn for Approval of the FY21 Tentative Budget. Motion carried by unanimous roll call vote. 4-0 Absent was Dr. Hichens, Superintendent D101.

New Business

None

Adjournment

Motion made by Dr. Stirn and seconded by Dr. Leden. By consensus the motion carried 4-0 Ayes.

The meeting adjourned at 9:13 AM

Chair of the Mid-Valley Board

The next Regular Mid-Valley Executive Advisory Board Meeting will be Wednesday, September 2, 2020, 9:00 AM at the Mid-Valley Administration Offices, 1304 Ronzheimer Avenue. St. Charles, IL 60174

2. Approval of Bills, August, 2020

MID VALLEY SPECIAL EDUCATION COOP

Disbursement Detail Listing

Bank Name: HARRIS BANK

Date Range: 08/01/2020 - 08/31/2020

Sort By: Vendor

Bank Account: 3445079

Voucher Range: -

Dollar Limit: \$0.00

Fiscal Year: 2020-2021

Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
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Bank Name: HARRIS BANK

Bank Account: 3445079

11835	08/25/2020	1039	ADERMAN, ANN	REIMB PLANTS	10.0000.2640.410.000.140	SUPPLIES/MATERIALS	\$58.32
Check Total:							\$58.32
NCB	08/14/2020	1029	AXA EQUITABLE	V411177	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$350.00
NCB	08/28/2020	1038	AXA EQUITABLE	V832283	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$350.00
NCB	08/28/2020	1038	AXA EQUITABLE	V832283	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$100.00
Check Total:							\$800.00
11836	08/25/2020	1039	BATAVIA ENTERPRISES	SEPT	10.0000.1200.325.000.921	FACILITY RENTAL	\$5,416.33
Check Total:							\$5,416.33
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$346.47
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$478.31
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$89.98
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$32.66
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$23.99
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1200.415.000.014	INSTRUCTIONAL SUPPLIES	\$116.16
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1200.415.000.014	INSTRUCTIONAL SUPPLIES	\$89.98
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1200.415.000.014	INSTRUCTIONAL SUPPLIES	\$32.66
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1200.415.000.014	INSTRUCTIONAL SUPPLIES	\$478.31
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1200.415.000.028	INSTRUCTIONAL SUPPLIES	\$32.66
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1200.415.000.028	INSTRUCTIONAL SUPPLIES	\$89.98
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1200.415.000.078	INSTRUCTIONAL SUPPLIES	\$134.97

MID VALLEY SPECIAL EDUCATION COOP

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Print Employee Vendor Names Exclude Voided Checks Exclude Manual Checks Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1200.415.000.078	INSTRUCTIONAL SUPPLIES	\$174.99
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1200.415.000.079	INSTRUCTIONAL SUPPLIES	\$44.99
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1200.415.000.079	INSTRUCTIONAL SUPPLIES	\$89.98
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1200.415.000.080	INSTRUCTIONAL SUPPLIES	\$362.88
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1200.415.000.080	INSTRUCTIONAL SUPPLIES	\$113.68
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1200.415.000.109	INSTRUCTIONAL SUPPLIES	\$164.99
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1200.415.000.132	INSTRUCTIONAL SUPPLIES	\$33.50
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1225.415.000.009	INSTRUCTIONAL SUPPLIES	\$44.99
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1225.415.000.009	INSTRUCTIONAL SUPPLIES	\$221.53
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.1225.415.000.009	INSTRUCTIONAL SUPPLIES	\$215.98
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.2150.415.000.113	INSTRUCTIONAL SUPPLIES	\$33.50
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.2190.418.000.114	EQUIPMENT < \$500	\$78.57
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.2210.410.000.120	SUPPLIES/MATERIALS	\$61.47
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.2320.414.000.140	FOOD/COOKING SUPPLIES	\$65.48
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.2320.640.000.140	DUES/FEES/MEMBERSHIPS	\$180.00
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	10.0000.2640.410.000.140	SUPPLIES/MATERIALS	\$84.27
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	14.0000.1250.415.000.010	INSTRUCTIONAL SUPPLIES	\$27.97
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	14.0000.1250.415.000.010	INSTRUCTIONAL SUPPLIES	\$49.27
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	14.0000.1250.415.000.010	INSTRUCTIONAL SUPPLIES	\$57.21

MID VALLEY SPECIAL EDUCATION COOP

Disbursement Detail Listing

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Sort By: Vendor
 Dollar Limit: \$0.00

Fiscal Year: 2020-2021

Print Employee Vendor Names Exclude Voided Checks Exclude Manual Checks Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	14.0000.2210.312.000.321	STAFF DEV PROGRAMS/ADMIN ASSTS	\$199.00
11837	08/25/2020	1039	BMO C/O HARRIS TRUST AND SAVINGS BANK	AUGUST 5TH STMT	14.0000.2210.312.001.321	STAFF DEV COORDINATORS	\$485.00
Check Total:							\$4,735.38
11819	08/07/2020	1020	CITY OF ST CHARLES	6/17-7/15 8108185757	20.0000.2540.466.000.078	ELECTRICITY-SHELBY	\$108.73
11819	08/07/2020	1020	CITY OF ST CHARLES	6/17-7/15/20 8108218	20.0000.2540.466.000.078	ELECTRICITY-SHELBY	\$62.85
Check Total:							\$171.58
11838	08/25/2020	1039	CITY OF ST CHARLES	7/6-8/4 224912048005	20.0000.2540.370.000.000	WATER/SEWER	\$109.68
11838	08/25/2020	1039	CITY OF ST CHARLES	7/6-8/5 2242410180	20.0000.2540.370.000.000	WATER/SEWER	\$56.58
11838	08/25/2020	1039	CITY OF ST CHARLES	7/6-8/5 2242410180	20.0000.2540.466.000.000	ELECTRICITY	\$4,783.92
Check Total:							\$4,950.18
11820	08/07/2020	1020	COMCAST CABLE	7/23-8/22/2020	20.0000.2540.319.000.078	CABLE/INTERNET-SHELBY	\$223.11
Check Total:							\$223.11
11839	08/25/2020	1039	COMCAST CABLE	8/23-9/22/2020	20.0000.2540.319.000.078	CABLE/INTERNET-SHELBY	\$223.12
Check Total:							\$223.12
11840	08/25/2020	1039	CPI	IUSO174488	14.0000.2210.314.000.321	STAFF DEV CO-OP WIDE	\$150.00
Check Total:							\$150.00
11827	08/14/2020	1030	CUSD #303	GRUNDY SUPPLY INV.	20.0000.2540.410.000.000	SUPPLIES/MATERIALS	\$26.25
11827	08/14/2020	1030	CUSD #303	GRUNDY SUPPLY INV.	20.0000.2540.410.000.000	SUPPLIES/MATERIALS	\$105.00
11827	08/14/2020	1030	CUSD #303	GRUNDY SUPPLY INV.	20.0000.2540.410.000.000	SUPPLIES/MATERIALS	\$105.00
11827	08/14/2020	1030	CUSD #303	GRUNDY SUPPLY INV.	20.0000.2540.410.000.000	SUPPLIES/MATERIALS	\$105.00
11827	08/14/2020	1030	CUSD #303	GRUNDY SUPPLY INV.	20.0000.2540.410.000.000	SUPPLIES/MATERIALS	\$105.00
11827	08/14/2020	1030	CUSD #303	GRUNDY SUPPLY INV.	20.0000.2540.410.000.000	SUPPLIES/MATERIALS	\$52.50
Check Total:							\$498.75
11826	08/14/2020	1023	CUSD #303 EMP HEALTH FUND	V270178	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$64.30
11826	08/14/2020	1023	CUSD #303 EMP HEALTH FUND	V270178	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$1.46
11826	08/14/2020	1023	CUSD #303 EMP HEALTH FUND	V270178	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$1.27
11826	08/14/2020	1023	CUSD #303 EMP HEALTH FUND	V287975	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$1,707.04

MID VALLEY SPECIAL EDUCATION COOP

Disbursement Detail Listing

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Sort By: Vendor
 Dollar Limit: \$0.00

Fiscal Year: 2020-2021

Print Employee Vendor Names
 Exclude Voided Checks
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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
11826	08/14/2020	1023	CUSD #303 EMP HEALTH FUND	V287975	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$58.86
11826	08/14/2020	1023	CUSD #303 EMP HEALTH FUND	V405098	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$34.89
11826	08/14/2020	1023	CUSD #303 EMP HEALTH FUND	V405098	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$0.73
11826	08/14/2020	1023	CUSD #303 EMP HEALTH FUND	V405098	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$0.73
11826	08/14/2020	1023	CUSD #303 EMP HEALTH FUND	V773686	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$1,171.40
11826	08/14/2020	1023	CUSD #303 EMP HEALTH FUND	V773686	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$130.16
11826	08/14/2020	1023	CUSD #303 EMP HEALTH FUND	V779230	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$265.16
11826	08/14/2020	1023	CUSD #303 EMP HEALTH FUND	V779230	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$5.52
11826	08/14/2020	1023	CUSD #303 EMP HEALTH FUND	V779230	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$5.52
11826	08/14/2020	1023	CUSD #303 EMP HEALTH FUND	V788250	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$118.75
11826	08/14/2020	1023	CUSD #303 EMP HEALTH FUND	V788250	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$10.42
11826	08/14/2020	1023	CUSD #303 EMP HEALTH FUND	V807425	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$36.16
11826	08/14/2020	1023	CUSD #303 EMP HEALTH FUND	V807425	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$0.89
11826	08/14/2020	1023	CUSD #303 EMP HEALTH FUND	V807425	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$0.78
11826	08/14/2020	1023	CUSD #303 EMP HEALTH FUND	V9386	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$760.71
Check Total:							\$4,374.75
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V106817	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$1,673.78
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V106817	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$88.38
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V106817	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$5.52

MID VALLEY SPECIAL EDUCATION COOP

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11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V117165	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$1,206.22
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V181471	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$54.37
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V181471	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$0.89
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V181471	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$0.78
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V254509	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$208.34
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V263965	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$868.78
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V263965	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$10.42
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V405211	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$6,908.05
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V459077	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$717.45
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V472819	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$263.89
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V472819	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$18.91
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V472819	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$0.73
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V480111	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$760.71
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V539565	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$3,125.20
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V657606	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$3,537.07
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V657606	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$1,107.57
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V707525	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$9,631.53
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V707525	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$650.79
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V707525	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$130.16
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V742050	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$1,139.04

MID VALLEY SPECIAL EDUCATION COOP

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11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V742050	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$379.68
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V819635	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$181.08
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V819635	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$12.38
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V819635	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$1.27
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V86208	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$296.06
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V86208	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$81.47
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V976831	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$9,359.36
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V976831	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$1,236.14
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V978673	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$43.34
11833	08/28/2020	1031	CUSD #303 EMP HEALTH FUND	V978673	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$13.78
Check Total:							\$43,713.14
11841	08/25/2020	1039	CUSTOMIZED TECHNOLOGY, INC.	4139	10.0000.2640.310.000.140	PROFESSIONAL SERVICES	\$371.25
Check Total:							\$371.25
11842	08/25/2020	1039	DESITTER FLOORING, INC.	CG005414	14.0000.1250.323.000.010	REPAIR AND MAINTENANCE	\$3,760.53
Check Total:							\$3,760.53
11843	08/25/2020	1039	DOMARACKI, MARY ANN	REIM CPI TRAINING	14.0000.2210.314.000.321	STAFF DEV CO-OP WIDE	\$240.10
Check Total:							\$240.10
11844	08/25/2020	1039	EDMENTUM	INV137073	14.0000.1250.470.000.010	SOFTWARE	\$1,540.00
11844	08/25/2020	1039	EDMENTUM	INV137073	14.0000.1250.470.000.010	SOFTWARE	\$110.00
11844	08/25/2020	1039	EDMENTUM	INV137073	14.0000.1250.470.000.010	SOFTWARE	\$1,210.00
11844	08/25/2020	1039	EDMENTUM	INV137073	14.0000.1250.470.000.010	SOFTWARE	\$990.00
11844	08/25/2020	1039	EDMENTUM	INV137073	14.0000.1250.470.000.010	SOFTWARE	\$1,650.00
11844	08/25/2020	1039	EDMENTUM	INV137073	14.0000.1250.470.000.010	SOFTWARE	\$1,320.00
11844	08/25/2020	1039	EDMENTUM	INV137073	14.0000.1250.470.000.010	SOFTWARE	\$850.00

MID VALLEY SPECIAL EDUCATION COOP

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Bank Name: HARRIS BANK
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Date Range: 08/01/2020 - 08/31/2020
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Sort By: Vendor
Dollar Limit: \$0.00

Fiscal Year: 2020-2021

Print Employee Vendor Names Exclude Voided Checks Exclude Manual Checks Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
11844	08/25/2020	1039	EDMENTUM	INV137073	14.0000.1250.470.000.010	SOFTWARE	\$850.00
11844	08/25/2020	1039	EDMENTUM	INV137073	14.0000.1250.470.000.010	SOFTWARE	\$1,250.00
11844	08/25/2020	1039	EDMENTUM	INV137073	14.0000.1250.470.000.010	SOFTWARE	\$3,000.00
Check Total:							\$12,770.00
11845	08/25/2020	1039	EDWARDS, TERRI	REIMB LIFE SKILLS	14.0000.1250.470.000.010	SOFTWARE	\$1,185.00
Check Total:							\$1,185.00
11846	08/25/2020	1039	EMBRACE EDUCATION	7299	10.0000.2320.470.000.140	SOFTWARE	\$200.00
Check Total:							\$200.00
11847	08/25/2020	1039	FIRST SECURITY SYSTEMS	S89820	20.0000.2540.323.000.000	REPAIR/MAINTENANCE	\$338.50
11847	08/25/2020	1039	FIRST SECURITY SYSTEMS	S89880	20.0000.2540.323.000.000	REPAIR/MAINTENANCE	\$338.50
Check Total:							\$677.00
11848	08/25/2020	1039	FRANCISCO JUAREZ PAINTING	8/20/2020	20.0000.2540.323.000.000	REPAIR/MAINTENANCE	\$650.00
11848	08/25/2020	1039	FRANCISCO JUAREZ PAINTING	8/6/2020	20.0000.2540.323.000.000	REPAIR/MAINTENANCE	\$1,100.00
Check Total:							\$1,750.00
11849	08/25/2020	1039	FRANTZEN, ALICIA C	REIM SCRUBS	10.0000.1200.415.000.080	INSTRUCTIONAL SUPPLIES	\$88.92
Check Total:							\$88.92
11850	08/25/2020	1039	FRONTLINE TECHNOLOGIES, INC	13607	10.0000.2640.310.000.140	PROFESSIONAL SERVICES	\$2,159.91
Check Total:							\$2,159.91
11851	08/25/2020	1039	FULLY PROMOTED	25429	10.0000.2640.410.000.140	SUPPLIES/MATERIALS	\$822.00
Check Total:							\$822.00
11852	08/25/2020	1039	Giese, Jennifer	REIM COUGH GUARDS	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$217.35
Check Total:							\$217.35
11853	08/25/2020	1039	GSF USA, Inc.	INR057776	20.0000.2540.322.000.000	CUSTODIAL SERVICES	\$4,309.21
11853	08/25/2020	1039	GSF USA, Inc.	INR058075	20.0000.2540.322.000.000	CUSTODIAL SERVICES	\$4,309.21
Check Total:							\$8,618.42
11854	08/25/2020	1039	GUITAR CENTER	ARINV544796125	10.0000.1200.415.000.080	INSTRUCTIONAL SUPPLIES	\$324.00
11854	08/25/2020	1039	GUITAR CENTER	ARINV544796125	10.0000.1200.415.000.080	INSTRUCTIONAL SUPPLIES	\$89.94
Check Total:							\$413.94
11828	08/14/2020	1030	Heartland Business System	379487-H	10.0000.2210.410.000.120	SUPPLIES/MATERIALS	\$112.41
11828	08/14/2020	1030	Heartland Business System	379488-H	10.0000.2210.410.000.120	SUPPLIES/MATERIALS	\$112.41
Check Total:							\$224.82
NCB	08/14/2020	1025	ILLINOIS DEPT OF REVENUE	V302451	10.0487.0000.000.000.000	SIT	\$1,164.28

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	08/14/2020	1025	ILLINOIS DEPT OF REVENUE	V302451	14.0487.0000.000.000.000	SIT	\$19.15
NCB	08/14/2020	1025	ILLINOIS DEPT OF REVENUE	V302451	17.0487.0000.000.000.000	SIT	\$18.14
NCB	08/28/2020	1033	ILLINOIS DEPT OF REVENUE	V967185	10.0487.0000.000.000.000	SIT	\$9,030.28
NCB	08/28/2020	1033	ILLINOIS DEPT OF REVENUE	V967185	14.0487.0000.000.000.000	SIT	\$761.49
NCB	08/28/2020	1033	ILLINOIS DEPT OF REVENUE	V967185	17.0487.0000.000.000.000	SIT	\$18.14
NCB	08/28/2020	1037	IMRF	V157238	10.0485.0000.000.000.000	IMRF	\$254.25
NCB	08/28/2020	1037	IMRF	V157238	14.0485.0000.000.000.000	IMRF	\$11.85
NCB	08/14/2020	1028	IMRF	V702077	10.0485.0000.000.000.000	IMRF	\$573.46
NCB	08/28/2020	1037	IMRF	V727121	10.0485.0000.000.000.000	IMRF	\$4,089.61
NCB	08/28/2020	1037	IMRF	V727121	14.0485.0000.000.000.000	IMRF	\$17.31
Check Total:							\$15,957.96
11855	08/25/2020	1039	INDUSTRIAL APPRAISAL COMPANY	4867960	10.0000.2640.310.000.140	PROFESSIONAL SERVICES	\$105.00
Check Total:							\$105.00
NCB	08/28/2020	1038	ING	V935106	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$25.00
NCB	08/28/2020	1038	ING	V935106	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$25.00
Check Total:							\$50.00
11856	08/25/2020	1039	INK TECHNOLOGIES.COM	2052649-IN	10.0000.2320.410.000.140	SUPPLIES/MATERIALS	\$168.00
11856	08/25/2020	1039	INK TECHNOLOGIES.COM	2052649-IN	10.0000.2320.410.000.140	SUPPLIES/MATERIALS	\$109.00
11856	08/25/2020	1039	INK TECHNOLOGIES.COM	2052649-IN	10.0000.2320.410.000.140	SUPPLIES/MATERIALS	\$109.00
11856	08/25/2020	1039	INK TECHNOLOGIES.COM	2052649-IN	10.0000.2320.410.000.140	SUPPLIES/MATERIALS	\$109.00
Check Total:							\$495.00
NCB	08/28/2020	1034	Internal Revenue Service	V140983	10.0482.0000.000.000.000	FICA SS	\$3,339.96
NCB	08/28/2020	1034	Internal Revenue Service	V140983	14.0482.0000.000.000.000	FICA SS	\$14.70
NCB	08/28/2020	1034	Internal Revenue Service	V220913	10.0481.0000.000.000.000	FIT	\$21,519.46
NCB	08/28/2020	1034	Internal Revenue Service	V220913	14.0481.0000.000.000.000	FIT	\$1,470.43
NCB	08/28/2020	1034	Internal Revenue Service	V220913	17.0481.0000.000.000.000	FIT	\$41.44
NCB	08/14/2020	1026	Internal Revenue Service	V308247	10.0483.0000.000.000.000	MEDICARE	\$768.00
NCB	08/14/2020	1026	Internal Revenue Service	V308247	14.0483.0000.000.000.000	MEDICARE	\$13.22
NCB	08/14/2020	1026	Internal Revenue Service	V308247	17.0483.0000.000.000.000	MEDICARE	\$11.82

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	08/28/2020	1034	Internal Revenue Service	V419255	10.0483.0000.000.000.000	MEDICARE	\$5,977.64
NCB	08/28/2020	1034	Internal Revenue Service	V419255	14.0483.0000.000.000.000	MEDICARE	\$525.54
NCB	08/28/2020	1034	Internal Revenue Service	V419255	17.0483.0000.000.000.000	MEDICARE	\$11.82
NCB	08/14/2020	1026	Internal Revenue Service	V718391	10.0482.0000.000.000.000	FICA SS	\$466.70
NCB	08/14/2020	1026	Internal Revenue Service	V7442	10.0481.0000.000.000.000	FIT	\$2,727.45
NCB	08/14/2020	1026	Internal Revenue Service	V7442	14.0481.0000.000.000.000	FIT	\$38.14
NCB	08/14/2020	1026	Internal Revenue Service	V7442	17.0481.0000.000.000.000	FIT	\$41.44
Check Total:							\$36,967.76
11829	08/14/2020	1030	JOHNSON CONTROLS	86830194	20.0000.2540.323.000.000	REPAIR/MAINTENANCE	\$1,148.11
Check Total:							\$1,148.11
11857	08/25/2020	1039	JOHNSON CONTROLS	8691673.3	20.0000.2540.323.000.000	REPAIR/MAINTENANCE	\$2,420.00
11857	08/25/2020	1039	JOHNSON CONTROLS	86925472	20.0000.2540.323.000.000	REPAIR/MAINTENANCE	\$567.56
11857	08/25/2020	1039	JOHNSON CONTROLS	86952539	20.0000.2540.323.000.000	REPAIR/MAINTENANCE	\$753.62
Check Total:							\$3,741.18
11821	08/07/2020	1020	JTC TECHNOLOGIES LLC	8190	14.0000.2210.314.000.321	STAFF DEV CO-OP WIDE	\$1,698.60
Check Total:							\$1,698.60
11858	08/25/2020	1039	KANE COUNTY ROE #31	80002100017	10.0000.2640.310.000.140	PROFESSIONAL SERVICES	\$80.00
Check Total:							\$80.00
11859	08/25/2020	1039	Key Construction Group, Inc.	20-223	20.0000.2540.530.000.000	CAPITAL IMPROVEMENTS	\$550.00
11859	08/25/2020	1039	Key Construction Group, Inc.	20-234	20.0000.2540.323.000.000	REPAIR/MAINTENANCE	\$266.62
Check Total:							\$816.62
11860	08/25/2020	1039	KEY2ED, INC.	1674	14.0000.2210.314.000.321	STAFF DEV CO-OP WIDE	\$8,100.00
Check Total:							\$8,100.00
11861	08/25/2020	1039	LAKESHORE LEARNING MATERIALS	2460530720	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$114.43
Check Total:							\$114.43
11862	08/25/2020	1039	LOWERY MCDONNELL COMPANY	IN0003689	20.0000.2540.530.000.000	CAPITAL IMPROVEMENTS	\$2,955.00
11862	08/25/2020	1039	LOWERY MCDONNELL COMPANY	IN0003689	20.0000.2540.530.000.000	CAPITAL IMPROVEMENTS	\$3,810.00
11862	08/25/2020	1039	LOWERY MCDONNELL COMPANY	IN0003689	20.0000.2540.530.000.000	CAPITAL IMPROVEMENTS	\$2,030.00
11862	08/25/2020	1039	LOWERY MCDONNELL COMPANY	IN0003689	20.0000.2540.530.000.000	CAPITAL IMPROVEMENTS	\$2,030.00

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Bank Name: HARRIS BANK
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Sort By: Vendor
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Print Employee Vendor Names Exclude Voided Checks Exclude Manual Checks Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
11862	08/25/2020	1039	LOWERY MCDONNELL COMPANY	IN0003689	20.0000.2540.530.000.000	CAPITAL IMPROVEMENTS	\$3,155.00
11862	08/25/2020	1039	LOWERY MCDONNELL COMPANY	IN0003689	20.0000.2540.530.000.000	CAPITAL IMPROVEMENTS	\$3,465.00
11862	08/25/2020	1039	LOWERY MCDONNELL COMPANY	IN0003689	20.0000.2540.530.000.000	CAPITAL IMPROVEMENTS	\$2,600.00
11862	08/25/2020	1039	LOWERY MCDONNELL COMPANY	IN0003689	20.0000.2540.530.000.000	CAPITAL IMPROVEMENTS	\$119.00
11862	08/25/2020	1039	LOWERY MCDONNELL COMPANY	IN0003689	20.0000.2540.530.000.000	CAPITAL IMPROVEMENTS	\$1,800.00
Check Total:							\$21,964.00
11863	08/25/2020	1039	MECHANICAL INC.	CHI178719	20.0000.2540.323.000.000	REPAIR/MAINTENANCE	\$380.00
11863	08/25/2020	1039	MECHANICAL INC.	CHI178907	20.0000.2540.323.000.000	REPAIR/MAINTENANCE	\$275.00
Check Total:							\$655.00
NCB	08/28/2020	1038	MG TRUST COMPANY	V741979	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$198.98
Check Total:							\$198.98
11830	08/14/2020	1030	Mittman, Valerie	REIM ESY SUPPLIES	17.0000.1600.412.000.000	CLASSROOM SUPPLIES	\$27.50
Check Total:							\$27.50
NCB	08/14/2020	1024	MVSE - DIRECT DEPOSIT	V114876	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$350.00
NCB	08/14/2020	1024	MVSE - DIRECT DEPOSIT	V15041	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$18,357.26
NCB	08/14/2020	1024	MVSE - DIRECT DEPOSIT	V15041	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$331.13
NCB	08/14/2020	1024	MVSE - DIRECT DEPOSIT	V15041	17.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$300.38
NCB	08/14/2020	1024	MVSE - DIRECT DEPOSIT	V446763	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$360.00
NCB	08/28/2020	1032	MVSE - DIRECT DEPOSIT	V506049	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$1,012.00
NCB	08/28/2020	1036	MVSE - DIRECT DEPOSIT	V700942	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$254.17
NCB	08/28/2020	1032	MVSE - DIRECT DEPOSIT	V71254	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$143,655.03
NCB	08/28/2020	1032	MVSE - DIRECT DEPOSIT	V71254	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$11,710.09
NCB	08/28/2020	1032	MVSE - DIRECT DEPOSIT	V71254	17.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$300.38
NCB	08/28/2020	1032	MVSE - DIRECT DEPOSIT	V909217	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$610.00

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Print Employee Vendor Names Exclude Voided Checks Exclude Manual Checks Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
Check Total:							\$177,240.44
11864	08/25/2020	1039	N2Y, INC	INV-1021787	10.0000.1200.470.000.011	SOFTWARE	\$32.71
11864	08/25/2020	1039	N2Y, INC	INV-1021787	10.0000.1200.470.000.014	SOFTWARE	\$32.71
Check Total:							\$65.42
11834	08/28/2020	1031	NCPERS - IL IMRF	V109299	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$8.00
Check Total:							\$8.00
11822	08/07/2020	1020	NICOR GAS.	6/23-7/24/2044405110	20.0000.2540.465.000.000	NATURAL GAS	\$408.95
11822	08/07/2020	1020	NICOR GAS.	6/25-7/25/20 1935909	20.0000.2540.465.000.078	NATURAL GAS - SHELBY	\$38.40
11822	08/07/2020	1020	NICOR GAS.	6/25-7/25/20 2708193	20.0000.2540.465.000.078	NATURAL GAS - SHELBY	\$38.85
Check Total:							\$486.20
11865	08/25/2020	1039	OFFICE DEPOT	109284723001	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$2.94
11865	08/25/2020	1039	OFFICE DEPOT	109284723001	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$14.54
11865	08/25/2020	1039	OFFICE DEPOT	109284723001	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$24.92
11865	08/25/2020	1039	OFFICE DEPOT	109284723001	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$14.88
11865	08/25/2020	1039	OFFICE DEPOT	109284723002	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$7.24
11865	08/25/2020	1039	OFFICE DEPOT	109284723002	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$12.74
11865	08/25/2020	1039	OFFICE DEPOT	109284730001	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$11.79
11865	08/25/2020	1039	OFFICE DEPOT	109567881001	10.0000.2320.410.000.140	SUPPLIES/MATERIALS	\$39.02
11865	08/25/2020	1039	OFFICE DEPOT	112106304001	10.0000.2320.410.000.140	SUPPLIES/MATERIALS	\$124.75
11865	08/25/2020	1039	OFFICE DEPOT	114806151001	10.0000.2320.410.000.140	SUPPLIES/MATERIALS	\$17.96
11865	08/25/2020	1039	OFFICE DEPOT	114806151001	10.0000.2320.410.000.140	SUPPLIES/MATERIALS	\$11.58
11865	08/25/2020	1039	OFFICE DEPOT	114806151001	10.0000.2320.410.000.140	SUPPLIES/MATERIALS	\$5.79
11865	08/25/2020	1039	OFFICE DEPOT	114806151001	10.0000.2320.410.000.140	SUPPLIES/MATERIALS	\$7.96
11865	08/25/2020	1039	OFFICE DEPOT	114806151001	10.0000.2320.410.000.140	SUPPLIES/MATERIALS	\$3.03
11865	08/25/2020	1039	OFFICE DEPOT	114923410001	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$11.69
11865	08/25/2020	1039	OFFICE DEPOT	114923410001	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$10.76
11865	08/25/2020	1039	OFFICE DEPOT	114923410001	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$7.50
11865	08/25/2020	1039	OFFICE DEPOT	114923410001	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$4.87
11865	08/25/2020	1039	OFFICE DEPOT	114923410001	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$24.92
11865	08/25/2020	1039	OFFICE DEPOT	114923417001	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$13.43
Check Total:							\$372.31

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount	
11866	08/25/2020	1039	PALESE, LISA M	FY21 TELEPHONE	10.0000.2320.341.000.140	TELEPHONE	\$540.00	
							Check Total:	\$540.00
11867	08/25/2020	1039	PHILLIPS, JENNIFER	FY21 TELEPHONE	10.0000.2320.341.000.140	TELEPHONE	\$450.00	
							Check Total:	\$450.00
11868	08/25/2020	1039	PROSHRED	990061749	20.0000.2540.321.000.000	GARBAGE/RECYCLE	\$70.00	
11868	08/25/2020	1039	PROSHRED	990064011	20.0000.2540.321.000.000	GARBAGE/RECYCLE	\$70.00	
							Check Total:	\$140.00
11869	08/25/2020	1039	PushCoin	202007	10.0000.2560.315.000.220	FOOD SERVICE	\$16.00	
							Check Total:	\$16.00
11823	08/07/2020	1020	RICOH USA, INC	35910812	10.0000.2320.325.000.140	COPIER/POSTAGE LEASE	\$624.72	
11823	08/07/2020	1020	RICOH USA, INC	35910812	10.0000.2410.325.000.140	COPIER LEASE	\$115.60	
							Check Total:	\$740.32
11870	08/25/2020	1039	RICOH USA, INC	36101266	10.0000.2320.325.000.140	COPIER/POSTAGE LEASE	\$624.72	
11870	08/25/2020	1039	RICOH USA, INC	36101266	10.0000.2410.325.000.140	COPIER LEASE	\$115.60	
							Check Total:	\$740.32
11824	08/07/2020	1020	RICOH USA, INC 1	5060049562	14.0000.1250.323.000.010	REPAIR AND MAINTENANCE	\$115.40	
11824	08/07/2020	1020	RICOH USA, INC 1	5060111127	10.0000.2320.323.000.140	COPIER MAINT	\$31.00	
11824	08/07/2020	1020	RICOH USA, INC 1	5060111127	10.0000.2410.323.000.140	COPIER MAINT	\$3.50	
11824	08/07/2020	1020	RICOH USA, INC 1	5060111127	14.0000.1250.323.000.010	REPAIR AND MAINTENANCE	\$13.62	
							Check Total:	\$163.52
11871	08/25/2020	1039	SAWALSKI, ALTHEA	REIMB SUPPLIES FY21	10.0000.1200.415.000.014	INSTRUCTIONAL SUPPLIES	\$63.20	
							Check Total:	\$63.20
11872	08/25/2020	1039	School Nurse Supply, Inc	0798059-IN	10.0000.1200.415.000.080	INSTRUCTIONAL SUPPLIES	\$24.95	
11872	08/25/2020	1039	School Nurse Supply, Inc	0798059-IN	10.0000.1200.415.000.080	INSTRUCTIONAL SUPPLIES	\$25.35	
11872	08/25/2020	1039	School Nurse Supply, Inc	0798059-IN	10.0000.1200.415.000.080	INSTRUCTIONAL SUPPLIES	\$19.00	
11872	08/25/2020	1039	School Nurse Supply, Inc	0798059-IN	10.0000.1200.415.000.080	INSTRUCTIONAL SUPPLIES	\$52.00	
11872	08/25/2020	1039	School Nurse Supply, Inc	0798059-IN	10.0000.1200.415.000.080	INSTRUCTIONAL SUPPLIES	\$8.07	
							Check Total:	\$129.37
11873	08/25/2020	1039	SCHOOL SPECIALITY, INC.	208125689605	10.0000.1200.415.000.080	INSTRUCTIONAL SUPPLIES	\$215.97	
							Check Total:	\$215.97
11831	08/14/2020	1030	SEAL, TANNER A	REIM OCT-MAR MILEAGE	10.0000.2320.332.001.140	STAFF TRAVEL	\$1,316.87	
							Check Total:	\$1,316.87

MID VALLEY SPECIAL EDUCATION COOP

Disbursement Detail Listing

Bank Name: HARRIS BANK
Bank Account: 3445079

Date Range: 08/01/2020 - 08/31/2020
Voucher Range: -

Sort By: Vendor
Dollar Limit: \$0.00

Fiscal Year: 2020-2021

Print Employee Vendor Names Exclude Voided Checks Exclude Manual Checks Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount	
NCB	08/28/2020	1038	SECURITY BENEFITS	V123215	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$1,679.50	
NCB	08/28/2020	1038	SECURITY BENEFITS	V123215	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$87.50	
NCB	08/14/2020	1029	SECURITY BENEFITS	V669748	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$112.50	
NCB	08/14/2020	1029	SECURITY BENEFITS	V669748	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$12.50	
							Check Total:	\$1,892.00
11874	08/25/2020	1039	SEESAW LEARNING, INC.	2020-32902	10.0000.1200.470.000.011	SOFTWARE	\$366.67	
11874	08/25/2020	1039	SEESAW LEARNING, INC.	2020-32902	10.0000.1200.470.000.014	SOFTWARE	\$122.22	
11874	08/25/2020	1039	SEESAW LEARNING, INC.	2020-32902	10.0000.1200.470.000.028	SOFTWARE	\$61.11	
							Check Total:	\$550.00
11875	08/25/2020	1039	SPECIAL NEEDS WARE, INC.	1500329	10.0000.1200.415.000.921	INSTRUCTIONAL SUPPLIES	\$4,949.00	
11875	08/25/2020	1039	SPECIAL NEEDS WARE, INC.	1500329	10.0000.1200.415.000.921	INSTRUCTIONAL SUPPLIES	\$2,450.00	
11875	08/25/2020	1039	SPECIAL NEEDS WARE, INC.	1500329	10.0000.1200.415.000.921	INSTRUCTIONAL SUPPLIES	\$300.00	
11875	08/25/2020	1039	SPECIAL NEEDS WARE, INC.	1500329	10.0000.1200.415.000.921	INSTRUCTIONAL SUPPLIES	(\$3,000.20)	
11875	08/25/2020	1039	SPECIAL NEEDS WARE, INC.	1500329	10.0000.1200.415.000.921	INSTRUCTIONAL SUPPLIES	(\$1,499.89)	
11875	08/25/2020	1039	SPECIAL NEEDS WARE, INC.	1500329	10.0000.1200.415.000.921	INSTRUCTIONAL SUPPLIES	(\$300.00)	
							Check Total:	\$2,898.91
11832	08/14/2020	1030	SPORER, NANCY	REIM MILE CONF SPORE	10.0000.2520.332.000.140	STAFF TRAVEL	\$32.44	
11832	08/14/2020	1030	SPORER, NANCY	REIM MILE JAN-JUNE	10.0000.2520.332.000.140	STAFF TRAVEL	\$142.14	
							Check Total:	\$174.58
11876	08/25/2020	1039	SPORER, NANCY	FY21 TELEPHONE	10.0000.2320.341.000.140	TELEPHONE	\$540.00	
							Check Total:	\$540.00
11877	08/25/2020	1039	STERICYCLE INC	4009481230	20.0000.2540.321.000.000	GARBAGE/RECYCLE	\$31.50	
							Check Total:	\$31.50
NCB	08/14/2020	1027	TRS	V135978	10.0484.0000.000.000.000	TRS	\$1,442.49	
NCB	08/14/2020	1027	TRS	V135978	14.0484.0000.000.000.000	TRS	\$41.99	
NCB	08/14/2020	1027	TRS	V135978	17.0484.0000.000.000.000	TRS	\$36.73	
NCB	08/14/2020	1027	TRS	V139575	10.0484.0000.000.000.000	TRS	\$346.20	
NCB	08/14/2020	1027	TRS	V139575	14.0484.0000.000.000.000	TRS	\$10.07	

MID VALLEY SPECIAL EDUCATION COOP

Disbursement Detail Listing

Bank Name: HARRIS BANK
Bank Account: 3445079

Date Range: 08/01/2020 - 08/31/2020
Voucher Range: -

Sort By: Vendor
Dollar Limit: \$0.00

Fiscal Year: 2020-2021

Print Employee Vendor Names Exclude Voided Checks Exclude Manual Checks Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	08/14/2020	1027	TRS	V139575	17.0484.0000.000.000.000	TRS	\$8.81
NCB	08/28/2020	1035	TRS	V151093	10.0484.0000.000.000.000	TRS	\$3,827.13
NCB	08/28/2020	1035	TRS	V151093	14.0484.0000.000.000.000	TRS	\$405.02
NCB	08/28/2020	1035	TRS	V151093	17.0484.0000.000.000.000	TRS	\$8.81
NCB	08/14/2020	1027	TRS	V180003	10.0484.0000.000.000.000	TRS	\$37.20
NCB	08/14/2020	1027	TRS	V201421	10.0484.0000.000.000.000	TRS	\$138.54
NCB	08/28/2020	1035	TRS	V234434	10.0484.0000.000.000.000	TRS	\$15,559.64
NCB	08/28/2020	1035	TRS	V234434	14.0484.0000.000.000.000	TRS	\$1,687.57
NCB	08/28/2020	1035	TRS	V234434	17.0484.0000.000.000.000	TRS	\$36.73
NCB	08/14/2020	1027	TRS	V250488	10.0484.0000.000.000.000	TRS	\$92.96
NCB	08/14/2020	1027	TRS	V250488	14.0484.0000.000.000.000	TRS	\$2.71
NCB	08/14/2020	1027	TRS	V250488	17.0484.0000.000.000.000	TRS	\$2.37
NCB	08/28/2020	1035	TRS	V336289	10.0484.0000.000.000.000	TRS	\$577.25
NCB	08/11/2020	1021	TRS	V474086	10.0000.1200.211.000.000	TRS PENSION	\$7,228.71
NCB	08/28/2020	1035	TRS	V534107	10.0484.0000.000.000.000	TRS	\$37.20
NCB	08/14/2020	1027	TRS	V633430	10.0484.0000.000.000.000	TRS	\$577.25
NCB	08/28/2020	1035	TRS	V712913	10.0484.0000.000.000.000	TRS	\$138.54
NCB	08/28/2020	1035	TRS	V721489	10.0484.0000.000.000.000	TRS	\$1,027.53
NCB	08/28/2020	1035	TRS	V721489	14.0484.0000.000.000.000	TRS	\$108.75
NCB	08/28/2020	1035	TRS	V721489	17.0484.0000.000.000.000	TRS	\$2.37
NCB	08/11/2020	1022	TRS	V933208	10.0000.1200.211.000.000	TRS PENSION	\$142.39
Check Total:							\$33,524.96
11878	08/25/2020	1039	UCP SEQUIN/INFINITEC OF CHICAGO	48490	14.0000.2210.314.000.321	STAFF DEV CO--OP WIDE	\$19,419.00
Check Total:							\$19,419.00
11825	08/07/2020	1020	VERIZON WIRELESS_4469	9859524567	10.0000.2320.341.000.140	TELEPHONE	\$1,525.00
Check Total:							\$1,525.00
11881	08/26/2020	1002	VERIZON WIRELESS_4469	9857469844	10.0000.2320.341.000.140	TELEPHONE	\$1,411.25
Check Total:							\$1,411.25
11879	08/25/2020	1039	WALLIN, MARK	REIMB PHYSICAL	14.0000.1250.310.000.010	PROFESSIONAL SERVICES	\$140.00
Check Total:							\$140.00

MID VALLEY SPECIAL EDUCATION COOP

Disbursement Detail Listing

Bank Name: HARRIS BANK

Date Range: 08/01/2020 - 08/31/2020

Sort By: Vendor

Bank Account: 3445079

Voucher Range: -

Dollar Limit: \$0.00

Fiscal Year: 2020-2021

Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
11880	08/25/2020	1039	WOLLAK, CELINA A	REIMB CPI REFRESH	14.0000.2210.314.000.321	STAFF DEV CO-OP WIDE	\$105.00
Check Total:							\$105.00
Bank Total:							\$435,834.18

<u>Fund</u>	<u>Amount</u>
10	\$318,799.12
14	\$69,796.49
17	\$1,143.80
20	\$46,094.77
Fund Totals:	\$435,834.18

End of Report

Disbursements Grand Total: \$435,834.18

3. Approval of Payroll, August 2020

MID VALLEY SPECIAL EDUCATION COOP

Payroll Journal Totals

Fiscal Year: 2019-2020

Pay Cycle: Pay Period: Start Date: End Date: Pay Date:

Semi-Monthly	27	07/16/2020	07/31/2020	08/14/2020
Semi-Monthly	28	08/01/2020	08/15/2020	08/28/2020

Item	Amount	Match-Amount	Wage Basis	Payee
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Bank Account: 3445079 HARRIS BANK

GROSS PAY:	267,358.69			
OVERTIME:	0.00			
American Funds	161.27	36.27	9,529.80	MG TRUST COMPANY
Axa Equitable	100.00	0.00	2,205.91	AXA EQUITABLE
BCBS CDHP Employee	27.52	635.36	842.00	CUSD #303 EMP HEALTH FUND
BCBS CDHP Employee + Child(ren)	77.20	1,009.08	1,900.04	CUSD #303 EMP HEALTH FUND
BCBS CDHP Employee + Spouse + Child(ren)	339.33	3,279.33	4,278.46	CUSD #303 EMP HEALTH FUND
BCBS HMOI Employee	372.00	1,906.08	10,875.20	CUSD #303 EMP HEALTH FUND
BCBS HMOI Employee + Child(ren)	1,084.50	4,540.86	17,761.82	CUSD #303 EMP HEALTH FUND
BCBS HMOI Employee + Spouse + Child(ren)	1,731.00	7,940.27	14,527.05	CUSD #303 EMP HEALTH FUND
BCBS PPO Employee	1,702.80	13,660.24	57,824.53	CUSD #303 EMP HEALTH FUND
BCBS PPO Employee + Child(ren)	2,354.80	14,127.12	51,238.16	CUSD #303 EMP HEALTH FUND
BCBS PPO Employee + Spouse	1,843.84	10,352.81	19,478.53	CUSD #303 EMP HEALTH FUND
BCBS PPO Employee + Spouse + Child(ren)	3,126.75	16,396.65	23,836.42	CUSD #303 EMP HEALTH FUND
Dental Family	2,768.72	269.48	97,667.09	CUSD #303 EMP HEALTH FUND
Dental Single	927.85	165.00	77,008.20	CUSD #303 EMP HEALTH FUND
Direct Deposit Net Pay	189,895.61	0.00	0.00	MVSE - DIRECT DEPOSIT
Direct Deposit Other Checking	250.00	0.00	2,483.38	MVSE - DIRECT DEPOSIT
Direct Deposit Other Savings	670.00	0.00	5,845.70	MVSE - DIRECT DEPOSIT
FED TAX W/H	20,420.53	0.00	237,320.46	Internal Revenue Service
FICA - SOC SEC	6,248.21	6,248.21	100,777.19	Internal Revenue Service
Flex Spending Dependent Care	266.70	0.00	6,841.08	CUSD #303 EMP HEALTH FUND
Flex Spending Medical	1,594.07	0.00	43,400.33	CUSD #303 EMP HEALTH FUND
Health Savings Account	1,087.53	0.00	7,199.63	MVSE - DIRECT DEPOSIT
ILLINOIS STATE TAX W/H	11,378.69	0.00	237,320.46	ILLINOIS DEPT OF REVENUE
IMRF	5,068.72	11,387.73	112,637.89	IMRF
IMRF Additional	604.24	0.00	6,042.29	IMRF
Ing	50.00	0.00	2,761.58	ING
Life Insurance	0.00	292.92	242,351.40	CUSD #303 EMP HEALTH FUND
Life Insurance Over \$50K	41.85	0.00	8,522.72	CUSD #303 EMP HEALTH FUND
Long Term Disability	0.00	17.59	8,522.72	CUSD #303 EMP HEALTH FUND
MEDICARE	3,596.75	3,596.75	248,054.08	Internal Revenue Service
Security Benefits	1,642.00	0.00	14,938.02	SECURITY BENEFITS
THIS (24 Pays)	2,049.43	1,520.51	165,275.64	TRS
TRS (24 Pays)	1,620.26	12,962.67	162,032.17	TRS
TRS Employer (24 Pays)	0.00	958.59	165,275.64	TRS
Vision Family	0.00	588.87	133,020.48	CUSD #303 EMP HEALTH FUND
Vision Single	0.00	171.36	69,541.73	CUSD #303 EMP HEALTH FUND
Voluntary Life Insurance	24.00	0.00	6,016.59	NCPERS - IL IMRF

Deductions Total: 263,126.17 112,063.75

Employee Net: 4,232.52

Item	Amount	Match-Amount	Wage Basis	Payee
Voluntary Life Insurance	8.00	0.00	4,276.18	NCPERS - IL IMRF
Deductions Total:	237,620.89	69,977.69		
Employee Net:	5,220.93			
Bank Acct Total:	312,819.51			

Grand Total: 312,819.51

End of Report

4. Approval of Financial Report, August, 2020



Mid-Valley Special Education Cooperative

Lisa Palese, 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 & Human Resources

DATE: September 2, 2020

RE: **MONTHLY FINANCIAL REPORT – August 2020**

Attached for your review is the financial report for the month ending August 31, 2020.

Revenue received to date is 32.05% of the budget. This is more than last year because of timely tuition payments this year. Actual expenditures to date are 6.33% of budget, less than the same period last year. Not all salaries and benefits have been encumbered but will be encumbered in September. The FY21 beginning fund balance is unaudited and will be adjusted once the final audit is completed.

Current cash balances as of August 31, 2020 are \$5,635,628.

Please feel free to call me at 331.228.4928 should you have questions or concerns.

5. Approval of Treasurers Report, August, 2020

MID VALLEY SPECIAL EDUCATION COOPERATIVE
Treasurer's Report Summary
August 31, 2020

Education Fund (10, 11, 14, 17)	
Beginning Fund Balance:	5,732,910.40
Prior Period Adjustments:	-1,287,075.48
Current Revenues:	868,639.49
Current Expenditures:	393,374.02
Ending Fund Balance:	4,921,100.39

Operation and Maintenance Fund (20)	
Beginning Fund Balance:	422,065.18
Prior Period Adjustments:	92,026.57
Current Revenues:	13,303.47
Current Expenditures:	46,094.77
Ending Fund Balance:	481,300.45

Respectfully submitted , Director of Business & Human Resources

Note: All deposits are being recorded in the month they are posted by the bank regardless of when the Cooperative receives notice of the revenue. If the Board report has been submitted to the Board then the revenue is reported as "Prior Period Adjustments" on the Treasurer's report

6. Board Policy Memorandum



Mid-Valley Special Education Cooperative

Lisa Palese, Executive Director
1304 Ronzheimer Avenue
St. Charles, IL 60174
Phone: 331-228-4873
Fax: 331-228-4874

MEMORANDUM

TO: Mid-Valley Special Education Cooperative Executive Advisory Board

FROM: Lisa Palese, Executive Director

DATE: September 2, 2020

RE: Board Policy Updates

The Mid-Valley Policy Committee has carefully reviewed each of the board policy updates listed on today's agenda. The majority of these policy changes were minor adjustments. Missing information and links were added to the MVSE website. Staff refreshers will be shared remotely via the weekly staff newsletter. The one policy that brought the most discussion was policy 7:70 Attendance and Truancy. This is a topic of concern for our team and we will continue to work collaboratively with the Kane County ROE and the District Liaisons to develop a comprehensive plan to support students who are struggling in this area. We have added a process to ensure that we are carefully tracking the attendance of both in-person and remote learners and are making it a practice to reach out to the District Liaisons in a more timely manner to support these students. We ask for your approval of these policy updates as recommended by PRESS.

7. Approval of Board Policy 2:125 Board Member
Compensation; Expenses

Document Status: Draft Update

2:125 Board Member Compensation; Expenses

Board Member Compensation Prohibited

Board members provide volunteer service to the community and may not receive compensation for services, except that a Board member serving as the Board Secretary may be paid an amount up to the statutory limit if the Board so provides.

Roll Call Vote

All Board member expense requests for travel, meals, and/or lodging must be approved by roll call vote at an open meeting of the Board.

Regulation of Cooperative Expenses

The Board regulates the reimbursement of all travel, meal, and lodging expenses in the Cooperative by resolution. When presenting the proposed budget and when necessary, the Executive Director will recommend a maximum allowable reimbursement amount for expenses to be included in the resolution. The recommended amount should be based upon the Cooperative's budget and other financial considerations.

Money shall not be advanced or reimbursed, or purchase orders issued for: (1) the expenses of any person except the Board member, (2) anyone's personal expenses, or (3) entertainment expenses. Entertainment includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless the entertainment is ancillary to the purpose of the program or event.

Exceeding the Maximum Allowable Reimbursement Amount(s)

All requests for expense advancements, reimbursements, and/or purchase orders that exceed the maximum allowable reimbursement amount set by the Board may only be approved by it when:

1. The Board's resolution to regulate expenses allows for such approval;
2. An emergency or other extraordinary circumstance exists; and
3. The request is approved by a roll call vote at an open Board meeting.

Advancements

The Board may advance to its members actual and necessary expenses to be incurred while attending:

1. Meetings sponsored by the Illinois State Board of Education or by the Regional Director of Schools;
2. County or regional meetings and the annual meeting sponsored by any school board association complying with Article 23 of the School Code; and
3. Meetings sponsored by a national organization in the field of public school education.

Expense advancement requests must be submitted to the Executive Director or designee on the Board's standardized estimated expense approval form. After spending expense advancements, Board members must use the Board's standardized expense reimbursement form and submit to the Executive Director: (a) the itemized, signed advancement voucher that was issued, and (b) the amount of actual expenses by attaching receipts. A Board member must return to the Cooperative any portion of an expense advancement not used within 60 days. If an expense advancement is not requested, expense reimbursements may be issued by the Board to its members for the activities listed in numbers one through three, above, along with registration fees or tuition for a course(s) that allowed compliance with the mandatory trainings described in policy 2:120, *Board Member Development* and other professional development opportunities that are encouraged by the School Code (see the **Reimbursements and Purchase Orders** subhead, below). Expense advancements and vouchers shall be presented to the Board in its regular bill process.

Reimbursements and Purchase Orders

Expense reimbursement is not guaranteed and, when possible, Board members should seek pre-approval of expenses by providing an estimation of expenses on the Board's standardized estimated expense approval form, except in situations when the expense is diminutive. When pre-approval is not sought, Board members must seek reimbursement on the Board's

Standardized Expense Form(s) Required

All requests for expense advancement, reimbursement, and/or purchase orders in the Cooperative must be submitted on the appropriate itemized, signed standardized form(s). The form(s) must show the following information:

1. The amount of the estimated or actual expense, with attached receipts for actual incurred expenses.
2. The name and office of the Board member who is requesting the expense advancement or reimbursement. Receipts from group functions must include the names, offices, and job titles of all participants.
3. The date(s) of the official business on which the expense advancement or reimbursement will be or was expended.
4. The nature of the official business conducted when the expense advancement or reimbursement will be or was expended.

Types of Official Business for Expense Advancements, Reimbursements, and Purchase Orders

1. Registration. When possible, registration fees will be paid by the Cooperative in advance.
2. Travel. The least expensive method of travel will be used, providing that no hardship will be caused to the Board member. Board members will be reimbursed for:
 - a. Air travel at the coach or economy class commercial airline rate or the least expensive mode of transportation taking into account the time, distance, safety, and efficiency of such transportation. Fees for the first checked bag will be reimbursed. Copies of airline tickets and baggage receipts must be attached to the expense form. Q1
 - b. Rail or bus travel at actual cost. Rail or bus travel costs may not exceed the cost of coach airfare. Copies of tickets must be attached to the expense form to substantiate amounts.
 - c. Use of personal automobiles at the standard mileage rate approved by the Internal Revenue Service for income tax purposes. The reimbursement may not exceed the cost of coach airfare. Mileage for use of personal automobiles in trips to and from transportation terminals will also be reimbursed. Toll charges and parking costs will be reimbursed.
 - d. Automobile rental costs when the vehicle's use is warranted. The circumstances for such use must be explained on the expense form.
 - e. Taxis, airport limousines, ride sharing, or other local transportation costs.
3. Meals. Meals charged to the School Cooperative will be reimbursed for meal costs up to \$75 per day, consistent with the maximum allowable reimbursement amount set by the Board. Tips are included with meal charges. Expense forms must explain the meal charges incurred. Alcoholic beverages will not be reimbursed.
4. Lodging. Board members should request conference rate or mid-fare room accommodations. A single room rate will be reimbursed. Board members should pay personal expenses at checkout. If that is impossible, deductions for the charges should be made on the expense form.
5. Miscellaneous Expenses. Board members may seek reimbursement for other expenses incurred while attending a meeting sponsored by organizations described herein by fully describing the expenses on the expense form, attaching receipts.

Additional Requirements for Travel Expenses Charged to Federal and State Grants ^{PRESSPlus1}

All Board member expenses for travel charged to a federal grant or State grant governed by the Grant Accountability and Transparency Act (30 ILCS 708/) must comply with Board policy 5:60, Expenses, and its implementing procedures. Travel expenses include costs for transportation, lodging, meals, and related items.

LEGAL REF.:

105 ILCS 5/10-20 and 5/10-22.32.

30 ILCS 708/, Government Accountability and Transparency Act.

~~Local Government Travel Expense Control Act, 50 ILCS 150/,~~ Local Government Travel Expense Control Act.

CROSS REF.: 2:100 (Board Member Conflict of Interest), 2:120 (Board Member Development), 2:240 (Board Policy Development), 4:50 (Payment Procedures), 4:55 (Use of Credit and Procurement Cards), 5:60 (Expenses)

~~ADOPTED February 1, 2017~~

Questions and Answers:

Does the Board reimburse baggage fees?

Yes (default)

No (IASB will remove the sentence regarding checked bag reimbursement and the text "and baggage receipts.")

PRESSPlus Comments

PRESSPlus 1. Required by the Grant Accountability and Transparency Act (GATA), 30 ILCS 708/130. Boards are required to follow this subhead, policy 5:60's subhead Additional Requirements for Travel Expenses Charged to Federal and State Grants, and 5:60-AP (available at PRESS Online by logging in at www.iasb.com) when they use grant money to reimburse Board member travel expenses charged to federal pass-through grants and State grants covered by GATA.

Federal travel regulations state that requests for authorization for actual expense reimbursement should be made *in advance* of travel. 2 C.F.R. §301-11.302, 2:125-E2, *Board Member Estimated Expense Approval Form*, can be used as a form for pre-approval. See policy 5:60 and the **PRESS** Update Memo for more information.

Issue 103, March 2020

8. Approval of Board Policy 2:160 Board Attorney

Document Status: Draft Update

2:160 Board Attorney

The Advisory Board may ~~enter into agreements for~~ retain legal services with one or more attorneys or law firms to be the Board Attorney(s). The Board Attorney represents the Advisory Board in its capacity as the governing body for the Cooperative. ~~The Board Attorney shall not represent another client if the representation involves a concurrent conflict of interest, unless permitted by the Ill. Rules of Professional Conduct adopted by the Ill. Supreme Court.~~ The Board Attorney serves on a retainer or other fee arrangement as determined in advance. The attorney will:

1. Serve as counselor to the Board and attend Board meetings when requested by the Executive Director or Board Chairperson;
1. Represent the Cooperative in any legal matter as requested by the Board;
2. Provide written opinions on legal questions as requested by the Executive Director or Board Chairperson;
3. Approve, prepare, or supervise the preparation of legal documents and instruments and perform such other legal duties as the Board may request; and
4. Be available for telephone consultation.

The Board will only pay for legal services that are provided in accordance with the agreement for legal services, as memorialized by an engagement letter, or that are otherwise authorized by this policy or a majority of the Board. PRESSPlus1

The Executive Director, or his/her designee, is authorized to confer with and/or seek the legal advice of the Board Attorney. The Board may also authorize a specific Board member to confer with the Board Attorney legal counsel on its behalf.

The Executive Director may authorize the Board Attorney to represent the Cooperative in any legal matter until the Board has an opportunity to be informed of and/or consider the matter. The Board retains the right to consult with or employ other attorneys and to terminate the service of any attorney.

LEGAL REF.:

Rule 1.7 (Conflict of Interest: Current Clients) and Rule 1.13 (Organization as Client) of the Ill. Rules of Professional Conduct adopted by the Ill. Supreme Court.

CROSS REF.: 4:60 (Purchases and Contracts)

~~ADOPTED November 4, 2015~~

PRESSPlus Comments

PRESSPlus 1. Updated in response to a five-year review and **PRESS** Advisory Board feedback. **Issue 103, March 2020**

9. Approval of Board Policy 4:50 Payment
Procedures

Document Status: 5-Year-Review - Needs Review

4:50 Payment Procedures

The Director of Business and Human Resources shall prepare a list of all due and payable bills, indicating vendor name and amount, and shall present it to the Advisory Board in advance of the Board's regular monthly meeting or, if necessary, a special meeting. These bills are reviewed by the Advisory Board, after which they must be approved for payment by Administrative Agent Board order. Approval of all bills shall be given by a roll call vote and the votes shall be recorded in the minutes. The Cooperative shall pay the bills after appropriate Administrative Agent Board action.

The Treasurer is authorized, without further Board approval, to pay Social Security taxes, wages, pension contributions, utility bills, and other recurring bills. These disbursements shall be included in the listing of bills presented to the Advisory and Administrative Agent Boards.

The Administrative Agent Board authorizes the Executive Director or designee to establish revolving funds and a petty cash fund system for school cafeterias, lunchrooms, athletics, or similar purposes, provided such funds are maintained in accordance with Board policy 4:80, *Accounting and Audits*, and remain in the custody of an employee who is properly bonded according to State law.

LEGAL REF.: 105 ILCS 5/8-16, 5/10-7, and 5/10-20.19.

23 Ill.Admin.Code §100.70.

CROSS REF.: 4:55 (Use of Credit and Procurement Cards), 4:60 (Purchases and Contracts), 4:80 (Accounting and Audits)

~~ADOPTED: November 4, 2015~~

10. Approval of Board Policy 5:60 Expenses

Document Status: Draft Update

5:60 Expenses

The Board regulates the reimbursement of all travel, meal, and lodging expenses by resolution. Money shall not be advanced or reimbursed, or purchase orders issued for: (1) the expenses of any person except the employee, (2) anyone's personal expenses, or (3) entertainment expenses. Entertainment includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless the entertainment is ancillary to the purpose of the program or event. The Cooperative is not responsible for losses due to an employee's own negligence, losses due to normal wear, or losses due to theft, unless the theft was a result of the Cooperative's negligence. Employees must submit the appropriate itemized, signed, standardized form(s) to support any requests for expense advancements, reimbursements, or purchase orders that show the following:

1. The amount of the estimated or actual expense, with attached receipts for actual incurred expenses.
2. The name and title of the employee who is requesting the expense advancement or reimbursement. Receipts from group functions must include the names, offices, and job titles of all participants.
3. The date(s) of the official business on which the expense advancement, reimbursement, or purchase order will be or was expended.
4. The nature of the official business conducted when the expense advancement, reimbursement, or purchase order will be or was expended.

Advancements

The Executive Director may advance expenses to teachers and other licensed employees for the anticipated actual and necessary expenses to be incurred while attending meetings that are related to their duties and will contribute to their professional development, provided they fall below the maximum allowed in the Board's expense regulations.

Expense advancement requests must be submitted to the Executive Director or designee on the Cooperative's standardized estimated expense approval form for employees. After spending expense advancements, employees must use the Cooperative's standardized expense reimbursement form and submit to the Executive Director: (a) the itemized, signed advancement voucher that was issued, and (b) the amount of actual expenses by attaching receipts. Any portion of an expense advancement not used must be returned to the Cooperative within 60 days. Expense advancements and vouchers shall be presented to the Board in its regular bill process.

Reimbursements and Purchase Orders

Expense reimbursements and purchase orders may be issued by the Executive Director or designee to employees, along with other expenses necessary for the performance of their duties, provided the expenses fall below the maximum allowed in the Board's expense regulations.

Expense reimbursements and purchase order approvals are not guaranteed and, when possible, employees should seek pre-approval of expenses by providing an estimation of expenses on the Cooperative's standardized estimated expense approval form for employees, except in situations when the expense is diminutive. When pre-approval is not sought, employees must seek reimbursement on the Cooperative's standardized expense reimbursement form for employees. Expense reimbursements and purchase orders shall be presented to the Board in its regular bill process.

Exceeding the Maximum Allowable Expense Amount(s)

All requests for expense advancements, reimbursements, and purchase orders exceeding the maximum allowed in the Board's expense regulations may only be approved when:

1. The Board's resolution to regulate expenses allows for such approval;
2. An emergency or other extraordinary circumstance exists; and
3. The request is approved by a roll call vote at an open Board meeting.

Registration

When possible, registration fees will be paid by the Cooperative in advance.

Travel

reimbursed for:

1. Air travel at the coach or economy class commercial airline rate. First class or business class air travel will be reimbursed only if emergency circumstances warrant. The emergency circumstances must be explained on the expense form and Board approval of the additional expense is required. Fees for the first checked bag will be reimbursed. Copies of airline tickets and baggage receipts must be attached to the expense form.^{Q1}
2. Rail or bus travel at actual cost. Rail or bus travel costs may not exceed the cost of coach airfare. Copies of tickets must be attached to the expense form to substantiate amounts.
3. Use of personal automobiles at the standard mileage rate approved by the Internal Revenue Service for income tax purposes. The reimbursement may not exceed the cost of coach airfare. Mileage for use of personal automobiles in trips to and from transportation terminals will also be reimbursed. Toll charges and parking costs will be reimbursed.
4. Automobile rental costs when the vehicle's use is warranted. The circumstances for such use must be explained on the expense form.
5. Taxis, airport limousines, ride sharing services, or other local transportation costs.

Meals

Meals charged to the Cooperative should represent mid-fare selections for the hotel/meeting facility or general area. Tips are included with meal charges. Expense forms must explain the meal charges incurred. Alcoholic beverages will not be reimbursed.

Lodging

Employees should request conference rate or mid-fare room accommodations. A single room rate will be reimbursed. Employees should pay personal expenses at checkout. If that is impossible, deductions for the charges should be made on the expense form.

Miscellaneous Expenses

Employees may seek reimbursement for other expenses incurred while attending a meeting sponsored by organizations described herein by fully describing the expenses on the expense form, attaching receipts.

Professional Growth

Please refer to the applicable collective bargaining agreement.

Continuing Education

Please refer to the applicable collective bargaining agreement.

Mileage Reimbursement

Please refer to the applicable collective bargaining agreement.

Additional Requirements for Travel Expenses Charged to Federal and State Grants^{PRESSPlus1}

All grant-related travel expenses must be pre-approved by the Executive Director or designee.

Expenses for travel, including expenses for transportation, lodging, meals, and related items incurred by employees and charged to a federal grant or State grant governed by the Grant Accountability and Transparency Act (30 ILCS 708/) must also meet the following requirements:

1. The participation of the employee is necessary to the award, and the costs are specifically related to the award.
2. Expenses must be permissible under the terms and conditions of the award.
3. Expenses must be reasonable and consistent with this policy.
4. The Board does not reimburse actual expenses or pay a per diem allowance unless the employee is on official travel status for more than 12 hours. However, employees remain eligible for mileage reimbursement (minus regular commuting mileage/costs) and other transportation expenses if on travel status less than 12 hours.
5. Expenses may be charged based on an actual cost basis or on a per diem basis in lieu of actual costs incurred; however, only one method may be applied per trip.
6. Commercial airfare costs in excess of the least expensive coach or economy class are prohibited except when such accommodations would: (1) require circuitous routing; (2) require travel during unreasonable hours; (3) excessively prolong travel; (4) result in additional costs that would offset transportation savings; or (5) offer accommodations not reasonably

by the Governor's Travel Control Board or federal travel regulations, whichever is less. These limits do not apply when: (1) an employee stays in the lowest-priced room available at or near a hotel where a conference or seminar is located or in accommodations arranged by the conference/seminar organization, or (2) lodging at or below the established rate is unavailable. In those cases, the employee will be reimbursed for actual lodging expenses with prior approval, but in no case will the reimbursement exceed 300% of the applicable maximum per diem rate. If a conference fee includes a meal, the meal or per diem allowance will be reduced by the actual value of the meal or the applicable meal allowance, whichever is less.

8. Employees must use the least expensive compact car available when using a rental car for travel, unless an exception is approved. The Board does not reimburse employees for collision damage waiver or theft insurance.
9. The Advisory Board will reimburse travel expenses not chargeable to an award from other Cooperative funds consistent with this policy.

LEGAL REF.:

2 C.F.R. §200.474.

30 ILCS 708/130, Grant Accountability and Transparency Act.

50 ILCS 150/, Local Government Travel Expense Control Act.

105 ILCS 5/10-22.32.

820 ILCS 115/9.5, Ill. Wage Payment and Collection Act.

CROSS REF.: 2:125 (Board Member Compensation; Expenses), 2:240 (Board Policy Development), 4:50 (Payment Procedures), 4:55 (Use of Credit and Procurement Cards)

Questions and Answers:

***Required Question 1. This optional language reflects the standard for expenses permitted for federal and State grants. 41 C.F.R. §301-12.2.

Does the Board reimburse baggage fees?

Yes (default)

No (IASB will remove the sentence regarding checked bag reimbursement and the text "and baggage receipts.")

PRESSPlus Comments

PRESSPlus 1. Required by the Grant Accountability and Transparency Act, 30 ILCS 708/130. Boards are required to follow this subhead and 5:60-AP (available at PRESS Online by logging in at www.iasb.com) when they use grant money to reimburse employee travel expenses charged to federal pass-through grants and State grants covered by GATA.

Federal travel regulations state that requests for authorization for actual expense reimbursement should be made *in advance* of travel. 2 C.F.R. §301-11.302. 5:60-E2, *Board Member Estimated Expense Approval Form*, can be used as a form for pre-approval. See the footnotes of policy 5:60, available at **PRESS** Online by logging in at www.iasb.com, and the **PRESS** Update Memo for more information.

Issue 103, March 2020

11. Approval of Board Policy 5:150 Personnel
Records

Document Status: Draft Update

5:150 Personnel Records

Please refer to the applicable collective bargaining agreement.

For employees not covered by a current applicable bargaining agreement:

When requested for information about an employee by an entity other than a prospective employer, the Cooperative will only confirm position and employment dates unless the employee has submitted a written request to the Executive Director or designee.

There shall be one official personnel file maintained at the MVSEC office for each employee. Every employee shall have the right, upon request, to review, inspect and obtain copies of the records maintained in his/her personnel file in accordance with or without the provisions of the Illinois Personnel Record Review Act. Records not in the personnel file but which should have been included as required under said Act may not be used by the Board in any judicial or quasi-judicial proceeding unless the records were not intentionally excluded and 1) the employee agrees to their use, or 2) the employee has been given a reasonable time to review the records. MVSEC will provide one copy per year of personnel records at no charge to the employee.

LEGAL REF.:

325 ILCS 5/4, Abused and Neglected Child Reporting Act, PRESSPlus1

745 ILCS 46/10, Employment Record Disclosure Act.

820 ILCS 40/, Personal Record Review Act.

23 Ill.Admin.Code §1.660.

CROSS REF.: 2:250 (Access to Cooperative Public Records), 4:15 (Identity Protection), 5:125 (Personal Technology and Social Media; Usage and Conduct), 7:340 (Student Records)

~~ADOPTED November 2, 2016~~

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 103, March 2020**

12. Approval of Board Policy 5:280 Duties and
Qualifications

13. Approval of Board Policy 7:70 Attendance and
Truancy

Document Status: Draft Update

7:70 Attendance and Truancy

Compulsory School Attendance

This policy applies to individuals who have custody or control of a child: (a) between the ages of six (on or before September 1) and 17 years (unless the child has graduated from high school), or (b) who is enrolled in any of grades kindergarten through 12 in the public school regardless of age.

Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, (5) any child absent because his or her religion forbids secular activity on a particular day, and (6) any child 16 years of age or older who is employed and is enrolled in a graduation incentives program.

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence. A valid cause for absence includes illness, observance of a religious holiday, death in the immediate family, family emergency, other situations beyond the control of the student as determined by the Advisory Board, voting pursuant to policy 7:90, Release During School Hours (10 ILCS 5/7-42 and 5/17-15), PRESSPlus1 other circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical safety or health or safety, PRESSPlus2 or other reason as approved by the Executive Director or designee.

Absenteeism and Truancy Program

The Executive Director or designee shall manage an absenteeism and truancy program in accordance with the School Code and Board policy. The program shall include but not be limited to:

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Executive Director or designee is authorized to determine when the student's absence is justified.
2. A protocol for excusing a student in grades 6 through 12 from attendance to sound *Taps* at a military honors funeral held in Illinois for a deceased veteran.
3. A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when his/her parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings.
4. A process to telephone, within two hours after the first class, the parents/guardians of students in grade 8 or below who are absent without prior parent/guardian notification.
5. A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in the ~~School Code, Section 105 ILCS 5/26-2a.~~
6. A description of diagnostic procedures for identifying the cause(s) of a student's unexcused absenteeism, including interviews with the student, his or her parent(s)/guardian(s), and staff members or other people who may have information about the reasons for the student's attendance problem.
7. The identification of supportive services that may be offered to truant, chronically truant, or chronically absent students, including parent-teacher conferences, student and/or family counseling, or information about community agency services.
8. Reasonable efforts to provide ongoing professional development to teachers, administrators, Board members, school resource officers, and staff on the appropriate and available supportive services for the promotion of student attendance and engagement.
9. A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or the truant office of the appropriate Regional Office of Education, if truancy continues after supportive services have been offered.
10. A protocol for cooperating with non-Cooperative agencies including County or municipal authorities, the Regional Superintendent, truant officers, the Community Truancy Review Board, and a comprehensive community based youth service agency. Any disclosure of school student records must be consistent with Board policy 7:340, *Student Records*, as well as State and federal law concerning school student records.
11. An acknowledgement that no punitive action, including out-of-school suspensions, expulsions, or court action, shall be taken against a truant minor for his or her truancy unless available supportive services and other school resources have

or medical necessity or family hardship and such other criteria that the Executive Director believes qualifies.

LEGAL REF.:

105 ILCS 5/26-1 through 16.

705 ILCS 405/3-33.5, Juvenile Court Act of 1987.

23 Ill.Admin.Code §§1.242 and 1.290.

CROSS REF.: 5:100 (Staff Development Program), 6:150 (Home and Hospital Instruction), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Eligibility for Services), 7:60 (Residence), 7:80 (Release Time for Religious Instruction/Observance), 7:90 (Release During School Hours), 7:190 (Student Behavior), 7:340 (Student Records)

PRESSPlus Comments

PRESSPlus 1. 10 ILCS 5/7-42 and 10 ILCS 5/17-15, amended by P.A. 101-624, eff. 6-1-20, provide that beginning on the 15th day before a primary, general, or special election or on the day of any such election, any student who is eligible to vote is entitled to be absent for two hours during the school day to vote. See policy 7:90 for more information. If the Board does not adopt the Voting subheading in policy 7:90 (see the Questions Window in the Draft Update for policy 7:90), IASB will remove this phrase and the Cross Reference to policy 7:90. **Issue 103, March 2020**

PRESSPlus 2. 105 ILCS 5//26-2a, amended by P.A. 100-810, amended valid causes for absences to include a student's mental, emotional, or physical health or safety. **Issue 103, March 2020**

14. Approval of Board Policy 7:90 Release During
School Hours

Document Status: Draft Update

7:90 Release During School Hours

For safety and security reasons, a prior written or oral consent of a student's custodial parent/guardian is required before a student is released during school hours: (1) at any time before the regular dismissal time or at any time before school is otherwise officially closed, and/or (2) to any person other than a custodial parent/guardian.

Early Dismissal Announcement

The Executive Director or designee shall make reasonable efforts to notify parents whenever it is necessary to close school early due to inclement weather or other reason.

Voting^{Q1}

The Executive Director or designee shall specify the hours during which students who are entitled to vote at a primary, general, or special election, or any election at which propositions are submitted to a popular vote in Illinois, may be absent from school for a period of two hours to vote. Students are entitled to be absent from school to vote beginning the 15th day before the primary, general, or special election, or any election at which propositions are submitted to a popular vote in Illinois, or on the day of such election.

LEGAL REF.:

10 ILCS 5/7-42(b) and 5/17-15(b), Election Code.

CROSS REF.: 4:170 (Safety), 6:20 (Calendar and Day)

ADOPTED: May 2, 2012

Questions and Answers:

***Required Question 1. 10 ILCS 5/7-42 and 10 ILCS 5/17-15, amended by P.A. 101-624, eff. 6-1-20, provide that beginning on the 15th day before a primary, general, or special election or on the day of any such election, any student who is eligible to vote is entitled to be absent for two hours during the school day to vote. Districts may specify the hours during which eligible students may be absent from their schools. See the footnotes of sample policy 7:90, available at **PRESS** Online by logging in at www.iasb.com, for more information.

Including this subhead aligns with best practice and serves several policy functions and purposes: ensuring legal compliance, directing or authorizing the superintendent or staff members, and/or providing information. However, including this information in policy is not required.

Has the Board adopted the Voting subhead?

Yes (default)

No (IASB will remove the Voting subhead and the Legal Reference to it from this policy, and the references to it from policy 7:70)

15. Approval of Board Policy 7:130 Student Rights
and Responsibilities

Document Status: 5-Year-Review - Needs Review

7:130 Student Rights and Responsibilities

All students are entitled to enjoy the rights protected by the U.S. and Illinois Constitutions and laws for persons of their age and maturity in a school setting. Students should exercise these rights reasonably and avoid violating the rights of others. Students who violate the rights of others or violate Cooperative policies or rules will be subject to disciplinary measures.

Students may, during the school day, during noninstructional time, voluntarily engage in individually or collectively initiated, non-disruptive prayer or religious-based meetings that, consistent with the Free Exercise and Establishment Clauses of the U.S. and Illinois Constitutions, are not sponsored, promoted, or endorsed in any manner by the school or any school employee.

Noninstructional time means time set aside by a school before actual classroom instruction begins or after actual classroom instruction ends.

LEGAL REF.: 20 U.S.C. §7904.

105 ILCS 20/5.

Tinker v. Des Moines Independent School District, 89 S.Ct. 733 (1969).

CROSS REF.: 7:140 (Search and Seizure), 7:150 (Agency and Police Interviews), 7:160 (Student Appearance), 7:190 (Student Behavior)

~~ADOPTED: February 3, 2016~~

16. Approval of Board Policy 7:325 Student
Fundraising Activities

Document Status: 5-Year-Review - Needs Review

7:325 Student Fundraising Activities

No individual or organization is allowed to ask students to participate in fundraising activities while the students are on school grounds during school hours or during any school activity. Exceptions are:

1. School-sponsored student organizations; and
2. Parent organizations and booster clubs that are recognized pursuant to policy 8:90, *Parent Organizations and Booster Clubs*.

The Executive Director or designee shall manage student fundraising activities in alignment with the following directives:

1. Fundraising efforts shall not conflict with instructional activities or programs.
2. For any school that participates in the School Breakfast Program or the National School Lunch Program, fundraising activities involving the sale of food and beverage items to students during the school day while on the school campus must comply with the Ill. State Board of Education rules concerning the sale of competitive food and beverage items.
3. Participation in fundraising efforts must be voluntary.
4. Student safety must be paramount and door-to-door solicitations are discouraged.
5. For school-sponsored student organizations, a school staff member must supervise the fundraising activities and the student activity funds treasurer must safeguard the financial accounts.
6. The fundraising efforts must be to support the organization's purposes and/or activities, the general welfare, a charitable cause, or the educational experiences of students generally.
7. The funds shall be used to the maximum extent possible for the designated purpose.
8. Any fundraising efforts that solicit donor messages for incorporation into school property (e.g., tiles or bricks) or placement upon school property (e.g., posters or placards) must:
 - a. Develop viewpoint neutral guidelines for the creation of messages;
 - b. Inform potential donors that all messages are subject to review and approval, and that messages that do not meet the established guidelines must be resubmitted or the donation will be returned; and
 - c. Place a disclaimer on all fundraising information and near the completed donor messages that all messages are "solely the expression of the individual donors and not an endorsement by the Cooperative of any message's content."

LEGAL REF.:

105 ILCS 5/10-20.19(3).

23 Ill.Admin.Code Part 305, School Food Service.

CROSS REF.: 4:90 (Activity Funds), 4:120 (Food Services), 8:80 (Gifts to the Cooperative), 8:90 (Parent Organizations and Booster Clubs)

~~ADOPTED November 4, 2015~~

17. Approval of Board Policy 8:30 Visitors to and
Conduct on School Property

Document Status: Draft Update

8:30 Visitors to and Conduct on School Property

The following definitions apply to this policy:

School property - Cooperative and school buildings, grounds, and parking areas; vehicles used for school purposes; and any location used for a Board meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities.

Visitor - Any person other than an enrolled student or Cooperative employee.

All visitors to school property are required to report to the Program Administrator's office and receive permission to remain on school property. All visitors must sign a visitors' log, show identification, and wear a visitor's badge. When leaving the school, visitors must return their badge. On those occasions when large groups of parents/guardians, friends, and/or community members are invited onto school property or when community members are attending Board meetings, visitors are not required to sign in but must follow school officials' instructions. Persons on school property without permission will be directed to leave and may be subject to criminal prosecution.

Except as provided in the next paragraph, any person wishing to confer with a staff member should contact that staff member to make an appointment. Conferences with teachers are held, to the extent possible, outside school hours or during the teacher's conference/preparation period.

Requests to access a school building, facility, and/or educational program, or to interview personnel or a student for purposes of assessing the student's special education needs, should be made at the appropriate building. Access shall be facilitated according to guidelines from the Executive Director or designee.

The Cooperative expects mutual respect, civility, and orderly conduct among all people on school property or at a school event. No person on school property or at a school event (including visitors, students, and employees) shall perform any of the following acts:

1. Strike, injure, threaten, harass, or intimidate a staff member, Board member, sports official or coach, or any other person.
2. Behave in an unsportsmanlike manner, or use vulgar or obscene language.
3. Unless specifically permitted by State law, possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device.
4. Damage or threaten to damage another's property.
5. Damage or deface school property.
6. Violate any Illinois law, or town or county ordinance.
7. Smoke or otherwise use tobacco products.
8. Distribute, consume, use, possess, or be impaired by or under the influence of an alcoholic beverage, cannabis, other lawful product, or illegal drug.
9. Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug consumption is detectable, regardless of when and/or where the use occurred.
10. Use or possess medical cannabis, unless he or she has complied with policy 7:270, *Administering Medicines to Students*, implementing *Ashley's Law*
11. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner).
12. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the Board.
13. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized Cooperative employee's directive.
14. Engage in any risky behavior, including roller-blading, roller-skating, or skateboarding.
15. Violate other Cooperative policies or regulations, or a directive from an authorized security officer or Cooperative employee.
16. Engage in any conduct that interferes with, disrupts, or adversely affects the Cooperative or a School function.

persons under the age of 18 are present, unless the offender is:

1. A parent/guardian of a student attending the school and has notified the Program Administrator of his or her presence at the school for the purpose of: (i) attending a conference at the school with school personnel to discuss the progress of his or her child academically or socially, (ii) participating in child review conferences in which evaluation and placement decisions may be made with respect to his or her child regarding special education services, or (iii) attending conferences to discuss other student issues concerning his or her child such as retention and promotion; or
2. Has permission to be present from the Board, Executive Director, or Executive Director's designee. If permission is granted, the Executive Director or Board Chairperson shall provide the details of the offender's upcoming visit to the Program Administrator.

In all cases, the Executive Director, or designee who is a certified employee, shall supervise a child sex offender whenever the offender is in a child's vicinity.

Exclusive Bargaining Representative Agent

Upon notifying the Building Principal's office, authorized agents of an exclusive bargaining representative will be provided reasonable access to employees in the bargaining unit they represent in accordance with State law. Such access shall be conducted in a manner that will not impede the normal operations of the District. ~~upon notifying the Building Principal's office, may meet with a school employee (or group of employees) in the school building during duty-free times of such employees.~~ ^{PRESSPlus1}

Enforcement

Enforcement

Any staff member may request identification from any person on school property; refusal to provide such information is a criminal act. The Program Administrator or designee shall seek the immediate removal of any person who refuses to provide requested identification.

Any person who engages in conduct prohibited by this policy may be ejected from school property. The person is also subject to being denied admission to school events or meetings for up to one calendar year.

Procedures to Deny Future Admission to School Events or Meetings

Before any person may be denied admission to school events or meetings as provided in this policy, the person has a right to a hearing before the Board. The Executive Director may refuse the person admission pending such hearing. The Executive Director or designee must provide the person with a hearing notice, delivered or sent by certified mail with return receipt requested, at least 10 days before the Board hearing date. The hearing notice must contain:

1. The date, time, and place of the Board hearing;
2. A description of the prohibited conduct;
3. The proposed time period that admission to school events will be denied; and
4. Instructions on how to waive a hearing.

LEGAL REF.:

Nuding v. Cerro Gordo Community Unit School Dist., 313 Ill. App.3d 344 (4th Dist. 2000).

20 U.S.C. §7181 et seq., Pro-Children Act of 1994.

105 ILCS 5/10-20.5b, 5/22-33, ~~5/24-24~~, 5/24-25, and 5/27-23.7(a).

115 ILCS 5/3(c), Ill. Educational Labor Relations Act.

410 ILCS 130/, Compassionate Use of Medical Cannabis Program Act.

430 ILCS 66/, Firearm Concealed Carry Act.

410 ILCS 705/, Cannabis Tax and Regulation Act.

720 ILCS 5/11-9.3.

CROSS REF.: 4:170 (Safety), 5:50 (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition), 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:190 (Student

PRESSPlus Comments

PRESSPlus 1. Updated in response to the Ill. Educational Labor Relations Act, 115 ILCS 5/3(c), added by P.A. 101-620, requiring districts to allow union representatives to meet with employees during the work day for certain reasons without loss of pay or leave time, as well as during *duty-free time* upon notice to the school office. See footnote 18 of sample policy 8:30, available at **PRESS** Online by logging in at www.iasb.com, for more information. **Issue 103, March 2020**

18. Approval of Board Policy 8:80 Gifts to the
Cooperative

Document Status: 5-Year-Review - Needs Review

8:80 Gifts to the Cooperative

The School Board appreciates gifts from any education foundation, other entities, or individuals. All gifts must adhere to each of the following:

1. Be accepted by the Board, Executive Director or designee. Individuals should obtain a pre-acceptance commitment before identifying the Cooperative, any school, or school program or activity as a beneficiary in any fundraising attempt, including without limitation, any Internet fundraising attempt.
2. Be given without a stated purpose or with a purpose deemed by the party with authority to accept the gift to be compatible with the Board's educational objectives and policies.
3. Be consistent with the Cooperative's mandate to provide equal educational and extracurricular opportunities to all students in the Cooperative as provided in Board policy 7:10, *Equal Educational Opportunities*. State and federal laws require the Cooperative to provide equal treatment for members of both sexes to educational programming, extracurricular activities, and athletics. This includes the distribution of athletic benefits and opportunities.
4. Permit the Cooperative to maintain resource equity among its learning centers.
5. Be viewpoint neutral. The Executive Director or designee shall manage a process for the review and approval of donations involving the incorporation of messages into or placing messages upon school property.
6. Comply with all laws applicable to the Cooperative including, without limitation, the Americans with Disabilities Act, the Prevailing Wage Act, the Health/Life Safety Code for Public Schools, and all applicable procurement and bidding requirements.

The Cooperative will provide equal treatment to all individuals and entities seeking to donate money or a gift. Upon acceptance, all gifts become the Cooperative's property. The acceptance of a gift is not an endorsement by the Advisory Board, Cooperative, or school of any product, service, activity, or program. The method of recognition is determined by the party accepting the gift.

LEGAL REF.:

20 U.S.C. §1681 et seq., Title IX of the Education Amendments implemented by 34 C.F.R. Part 106.

105 ILCS 5/16-1.

23 Ill.Admin.Code §200.40.

CROSS REF.: 4:60 (Purchases and Contracts), 4:150 (Facility Management and Building Programs), 6:10 (Educational Philosophy and Objectives), 6:210 (Instructional Materials), 7:10 (Equal Educational Opportunities)

~~ADOPTED: November 4, 2015~~

19. Approval of Board Policy 8:110 Public
Suggestions and Concerns

Document Status: Draft Update

8:110 Public Suggestions and Concerns

The Advisory Board is interested in receiving suggestions and concerns from members of the community. Any individual may make a suggestion or express a concern ~~at~~ by contacting the Cooperative office. Community members who e-mail the Cooperative or any Cooperative employee or board member are expected to abide by the standards in Board policy 6:235, *Access to Electronic Networks*, and should, to the extent possible, limit their communications to relevant individuals. PRESSPlus1 All suggestions and/or concerns will be referred to the appropriate level staff member or Cooperative administrator who is most able to respond in a timely manner. Each suggestion or complaint shall be considered on its merit.

An individual who is not satisfied may file a grievance under Board policy 2:260, *Uniform Grievance Procedure*. The Board encourages, but does not require, individuals to follow the channels of authority prior to filing a grievance. Neither this policy nor the *Uniform Grievance Procedure* create an independent right to a hearing before the Board.

LEGAL REF.:

115 ILCS 5/14(c-5), Ill. Educational Labor Relations Act.

CROSS REF.: 2:140 (Communications To and From the Advisory Board), 2:230 (Public Participation at Board Meetings and Petitions to the Board), 2:260 (Uniform Grievance Procedure), 3:30 (Chain of Command), 6:235 (*Access to Electronic Networks*), 6:260 (Complaints About Curriculum, Instructional Materials and Programs), 8:10 (Connection with the Community)

ADOPTED: February 1, 2017

PRESSPlus Comments

PRESSPlus 1. The Ill. Educational Labor Relations Act requires employers to establish email policies in an effort to prohibit the use of its email system by outside sources. 115 ILCS 5/14(c-5), added by P.A. 101-620. Policy 6:235, *Access to Electronic Networks*, states that the district's network, which includes its email system, is not a public forum for general use. Further, acceptable uses of the network by any party are limited to uses in support of education and/or research or for legitimate school business purposes. However, see policy 6:235 at footnote 6, available at **PRESS** Online by logging in at www.iasb.com, for a discussion of potential liability under the First Amendment of the U.S. Constitution if the district wants to "block" specific third parties based on message content. Including this statement also discourages school community members from engaging in the disruptive practice of mass *cc'ing* district staff who have no involvement in a particular issue. **Issue 103, March 2020**

5. **Information**

1. Student and Staff Enrollment, August, 2020



MID-VALLEY SPECIAL EDUCATION STAFF PROFILE
August 31, 2020

ADMINISTRATION	FTE	CERTIFIED STAFF	FTE	LICENSED STAFF	FTE	SUPPORT STAFF	FTE
Executive Director	1.00	Adapted PE	2.00	OT	3.60	1:1 Assistants	14.00
Director of Bus/HR	1.00	HI Teachers	4.00	PT	1.80	Teaching Assistants	47.00
Principal	1.00	Instructional Facilitator	1.00	Certified School Nurse	1.00	Job Coaches	5.00
Program Supervisors	2.45	Psychologist	0.60	Registered Nurses	4.00	MJC Assistant	1.00
Dir. of Prof Learning	1.00	Speech Pathologist	5.60	LPN/RN 1:1	3.00	MV Assistants	2.00
		Teachers	31.80	Asst.Tech Specialist	0.50	HR-Payroll/PD Assistant	0.80
		Vocational Specialists	4.00				
		Social Workers	5.40				
		Behavior Coach	1.00				
		Elective Teacher	1.00				
Total	6.45	Total	56.40	Total	13.90	Total	71.80
TOTAL MID-VALLEY STAFF							148.55

August 31, 2019

ADMINISTRATION	FTE	CERTIFIED STAFF	FTE	LICENSED STAFF	FTE	SUPPORT STAFF	FTE
Executive Director	1.00	Adapted PE	2.00	OT	3.10	1:1 Assistants	14.00
Director of Bus/HR	1.00	HI Teachers	4.00	PT	1.60	Teaching Assistants	47.00
Principal	1.00	Instructional Coach	1.00	Certified Nurse - Contracted	0.60	Job Coaches	6.00
Program Supervisors	2.45	Psychologist	0.60	Registered Nurses	3.60	MJC Assistant	1.00
Dir. of Prof Learning	1.00	Speech Pathologist	6.00	Asst.Tech Specialist	0.50	MV Assistants	2.50
		Teachers	31.80	O & M Vision Specialist	1.00	HR-Payroll/PD Assistant	0.80
		Vocational Specialists	4.00				
		Social Workers	5.40				
		Behavior Coach	1.00				
		Elective Teacher	1.00				
Total	6.45	Total	56.80	Total	10.40	Total	71.30
TOTAL MID-VALLEY STAFF							144.95

Mid-Valley Enrollment-Staffing Profile
August 2020

PROGRAM	LOCATION	STUDENTS	101	301	302	303	304	25	131	427	428	NET CHANGE	REFERRALS	TEACHER	ASSIST	1-1 Asst	DISTRICT	RN/CSN
Little Hands & Voices	Fox Ridge	5				3	1		1					1	1			
New Pathways	Fabyan K-2	5		4			1							1	1	2	D301 2	
New Pathways	Fabyan 3-5	7		2		2	3							1	2			
New Pathways	Norton Creek 3-5	5				2	3						D303 +1	1	2			
New Pathways	John Stewart K-3	6			6									1	3			
New Pathways	John Stewart 3-5	5		1	4									1	2			
New Pathways	GMS-S 6-8 (Giese)	7		3		3	1							1	2	1	D303 1	
New Pathways	GMS-S 6-8 (Asencio)	6		2	1	2	1						D301 +1	1	2			
New Pathways	GHS 9-12	6				3	3							1	3			
New Pathways	CHS 9-12	4		3	1									1	2			
ELS	Blackberry Creek K-3	7		3	3		1							1	3			
ELS	Blackberry Creek 4-5	6		3	1		2							1	2	1	D304 1	
ELS	Prairie Knolls 6-8	5		4			1							1		2	D301 2	1
ELS	GHS 9-12	6	2	2			2							1	2	1	D301 1	
ABLE	John Stewart K-6	8	1		3	1	3							1	1	5	D303 1 D304 1	1
ABLE	BHS 7-12	6	2	1	1		2							1	2			1
New Directions	MJC K-2	6			4	1	1							1	1			
New Directions	MJC K-3	6	1		2	2					1			1	2			
New Directions	MJC 4-5	6	1		1	1	1	1		1				1	1			
New Directions	MJC 6-7	6	1	1	1	3								1	1			
New Directions	MJC 7-8	5	1	1	1	2								1	1			
New Directions (Denslow)	MJC 9-12	9			4	3	1				1			1	1			
New Directions (Barry)	MJC 9-12	10	1		2	4	2			1				1	2			
New Directions (Arlington)	MJC 9-12	8	1		2	3	1				1			1	2			1
Safe Schools	MJC 9-12	3	1	1	1									1				
Transition	Shelby	16	7	2	3	2	2							2	3	3	D101 2 D302 1	
Transition	12+	25	4	3	7	1	10							1.8				
Transition	ECC	12		6	1	5								1	1	1	D302 1	
Transition	WCC	20	6		8		6							2	2	1		
CSN																		1
Totals		226	29	42	57	43	48	1	1	2	3		2	31.8	47	17		5

Mid-Valley Enrollment-Staffing Profile

August 2020

	HEARING	STUDENT	101	301	302	303	304					NET CHANGE	REFERRALS	TEACHER	ASSIST	
	HI Students	64	12	7	6	21	18								4	
Total Students with Hearing Services		64	12	7	6	21	18									
	HI Days	323.77	54.17	22.69	20.37	98.77	127.77									
Total Minutes with Hearing Services		323.77	54.17	22.69	20.37	98.77	127.77									
	HI	15	2	2	3	8										

Hearing Services

**Mid-Valley Enrollment-Staffing Profile
August 2019**

PROGRAM	LOCATION	STUDENTS	101	301	302	303	304	25	131	427	428	129	U46	NET CHANGE	REFERRALS	TEACHER	ASSIST	1-1 Asslst	DISTRICT	RN
Little Hands & Voices	Fabyan	5				3			1		1				D303 +2	1	1			
New Pathways	Fabyan K-2	5		3			2									1	1	1	D301 1	
New Pathways	Norton Creek 3-5	6				3	3									1	2			
New Pathways	Wasco 2-4	8		2		4	2									1	3			
New Pathways	John Stewart K-3	8			8											1	3			
New Pathways	John Stewart 3-5	8		4	3	1										1	2	1	D302 1	
New Pathways	GMS-S 6-8 (Giese)	7		3		3	1									1	2	1	D303 1	
New Pathways	GMS-S 6-8 (Asencio)	6				3	3									1	3			
New Pathways	GHS 9-12	8				3	5									1	3			
New Pathways	CHS 9-12	4		3	1										D302 +1	1	2			
ELS	Blackberry Creek K-2	7		2	2		3									1	2	1	D304 1	
ELS	Blackberry Creek 3-5	7		4	1		2									1	1	2	D301 1 D304 1	
ELS	Prairie Knolls 6-8	6	1	4			1									1		2	D301 2	0.6
ELS	GHS 9-12	6	1	2	1		2									1	2			
ABLE	Mill Creek K-6	7	1		3		3									1		4	D302 2 D304 1	1
ABLE	BHS 9-12	7	1	2	1		3									1	3			1
New Directions	MJC K-2															1	1			
New Directions	MJC K-3	10	1		3	4				1	1					1	1			
New Directions	MJC 4-5	8		1	2	4		1								1	1			
New Directions	MJC 6-7	4			1	2	1									1	1			
New Directions	MJC 7-8	5		1	3	1										1	1			
New Directions (Denslow)	MJC 9-12	10	1		2	3	1			1	2					1	2			
New Directions (Barry)	MJC 9-12	11	2	1	1	4	2				1				D301 -1 D427 -1	1	2			
New Directions (Clark)	MJC 9-12	9			1	7					1					1	2			1
Safe Schools	MJC 9-12	2					2									1				
Transition	Shelby	12	4	3	1	1	3								D302 +1 D301 +1 D302 +1 D304 +1	1	2	2	D101 2	
Transition	12+	15	3	2	2	1	7									1.8				
Transition	ECC	17.2		5	1	11.2									D301 +1	2	2			
Transition	WCC	17	2		8		7								D101 -2 D302 +3 D304 +2	2	2			
Vision																				
Totals		225.2	17	42	45	58.2	53	1	1	2	6	0		7	3	31.8	47	14		3.6

**Mid-Valley Enrollment-Staffing Profile
August 2019**

	RELATED SERVICE	STUDENT	101	301	302	303	304	25	131	427	428	129	U46	NET CHANGE	REFERRALS	TEACHER	ASSIST
	VI Students	0															
	HI Students	70	13	6	7	23	21									4	
	OT Students	115	7	29	25	24	28			1	1					3.10	
	PT Students	44	4	9	10	5	16									1.6	
	O&M Students	9			2	5	2									1	
	Total Students with Related Services	238	24	44	44	57	67	0	0	1	1	0					
	VI Days	0															
	HI Days	359.64	72.22	24.54	26.85	111.96	124.07										
	OT Days	365.5	12	95.5	83.5	61.4	105.7			3.20	4.20						
	PT Days	151.6	17.5	28.6	36.2	10.2	59.1										
	O&M Days	26.83	0		9.95	6.48	10.4										
	Total Minutes with Related Services	903.57	101.72	148.64	156.5	190.04	299.27	0.00		3.20	4.20						
	Non-IEP Students																
	VI																
	HI	15	2	2	3	8											

Student Related Services

2. ESY 2020 Tuition Bill and Trends

ESY ENROLLMENT 2020 - REMOTE																
Program	101	101 Enrolled & Dropped	301	301 Enrolled & Dropped	302	302 Enrolled & Dropped	303	303 Enrolled & Dropped	304	304 Enrolled & Dropped	131	427	428	TOTAL Enrolled & Dropped	TOTAL ATTENDED	TOTAL w/ Enrolled & Dropped
Academic Skills	31	0	6	0	3	0	18	0	17	0	0	0	0	0	75	75
Behavior Alt	20	0	2	0	5	0	6	0	1	0	0	0	0	0	34	34
Early Childhood	3	0	6	0	0	0	0	0	1	0	0	0	0	0	10	10
Early Childhood (DHH)	0	0	0	0	0	0	4	0	0	0	2	0	1	0	7	7
New Pathways	0	0	5	0	6	0	14	0	8	0	0	0	0	0	33	33
Functional Acad/ELS	28	0	10	0	2	0	16	0	6	0	0	0	0	0	62	62
Multi Needs	2	0	1	0	2	0	3	0	3	0	0	0	0	0	11	11
Vocational - SAIL, 12+	1	0	2	0	1	0	4	0	0	0	0	0	0	0	8	8
TOTAL	85	0	32	0	19	0	65	0	36	0	2	0	1	0	240	240

ESY FINAL ENROLLMENT 2019																
Program	101	101 Enrolled & Dropped	301	301 Enrolled & Dropped	302	302 Enrolled & Dropped	303	303 Enrolled & Dropped	304	304 Enrolled & Dropped	131	427	428	TOTAL Enrolled & Dropped	TOTAL ATTENDED	TOTAL w/ Enrolled & Dropped
Academic Skills	0	0	11	0	8	1	31	1	23	0	0	0	0	2	73	75
Behavior Alt	1	0	0	0	1	0	4	1	2	0	0	0	1	1	9	10
Early Childhood	2	2	5	1	2	0	0	0	0	0	0	0	0	3	9	12
Early Childhood (DHH)	0	0	0	0	0	0	2	0	0	0	1	0	2	0	5	5
New Pathways	0	0	13	0	13	0	15	3	14	0	0	0	0	3	55	58
Functional Acad	12	0	12	0	2	0	11	5	8	0	0	0	0	5	45	50
Multi Needs	2	0	2	0	4	0	3	0	6	0	0	0	0	0	17	17
Vocational - SAIL, 12+	2	0	3	0	1	0	5	0	3	0	0	0	0	0	14	14
TOTAL	19	2	46	1	31	1	71	10	56	0	1	0	3	14	227	241

MID VALLEY SPECIAL EDUCATION COOPERATIVE

2020 REMOTE ESY FINAL BILLING BY DISTRICT									
DISTRICT	101	301	302	303	304	131	427	428	TOTAL
PROGRAM/SERVICES									
Academic Skills Maintenance	13,218	2,558	1,279	7,675	7,248	0	0	0	31,979
Behavior	10,931	1,093	2,733	3,279	547	0	0	0	18,582
Early Childhood	1,318	2,635	0	0	439	0	0	0	4,392
Early Childhood (DHH)	0	0	0	2,465	0	1,232	0	616	4,313
New Pathways	0	3,943	4,731	11,039	6,308	0	0	0	26,021
Functional Academic/ELS	19,771	7,061	1,412	11,298	4,237	0	0	0	43,780
Multi-Needs	1,554	777	1,554	2,331	2,331	0	0	0	8,546
Vocational - SAIL, 12+	573	1,145	573	2,291	0	0	0	0	4,582
TOTAL PROGRAMS:	47,364	19,213	12,282	40,377	21,110	1,232	0	616	142,196
1:1 AIDES/RN	0	0	0	2,383	0	0	0	0	2,383
SPEECH	7,754	3,161	1,939	8,858	4,265	358	0	179	26,514
OT	3,007	3,139	2,090	6,269	2,090	0	0	0	16,594
PT	1,018	1,018	1,290	2,240	611	0	0	0	6,176
VISION	415	553	1,244	415	691	0	0	0	3,318
SOCIAL WORK	3,405	1,238	619	3,508	619	0	0	0	9,389
TOTAL SERVICES/DIRECT BILLS	15,599	9,110	7,181	23,672	8,276	358	0	179	64,374
TOTAL FINAL ESY BILL	62,963	28,323	19,463	64,049	29,386	1,590	0	795	206,570

2019 FINAL BILLING BY DISTRICT									
DISTRICT	101	301	302	303	304	131	427	428	TOTAL
PROGRAM/SERVICES									
Academic Skills Maintenance	-	8,290	6,783	24,116	17,333	-	-	-	56,522
Behavior	1,824	-	1,824	9,122	3,649	-	-	1,809	18,228
Early Childhood	4,587	6,880	2,293	-	-	-	-	-	13,760
Early Childhood (DHH)	-	-	-	2,532	-	1,266	-	2,532	6,330
New Pathways	-	14,198	14,198	19,659	15,291	-	-	-	63,346
Functional Academic	12,290	12,290	2,048	16,386	8,193	-	-	-	51,207
Multi-Needs	2,672	2,672	5,345	4,009	8,017	-	-	-	22,715
Vocational - SAIL, 12+	1,966	2,949	983	4,915	2,949	-	-	-	13,762
TOTAL PROGRAMS:	23,339	47,279	33,474	80,739	55,432	1,266	-	4,341	245,870
1:1 AIDES/RN	-	1,330	2,648	-	5,318	-	-	-	9,296
SPEECH	1,533	1,887	1,258	3,239	3,146	65	-	210	11,338
OT	556	1,774	919	2,821	1,816	-	-	43	7,929
PT	46	58	93	100	143	-	-	-	440
VISION	141	141	1,549	986	1,173	-	-	-	3,990
TOTAL SERVICES/DIRECT BILLS	2,276	5,190	6,467	7,146	11,596	65	-	253	32,993
TOTAL FINAL ESY BILL	25,615	52,469	39,941	87,885	67,028	1,331	-	4,594	278,863

**MID VALLEY SPECIAL EDUCATION COOPERATIVE
EXTENDED SCHOOL YEAR
COST/ENROLLMENT TREND DATA (Total Cost)
2017 through 2020**

District	2020 - REMOTE			2019			2018			2017		
	Enr	Total Cost	% Chg	Enr	Total Cost	% Chg	Enr	Total Cost	% Chg	Enr	Total Cost	% Chg
D101	85	62,963	59%	21	25,615	6%	26	24,011	-155%	45	55,890	15%
D301	32	28,323	-85%	47	52,469	-18%	59	61,765	23%	44	46,540	-28%
D302	19	19,463	-105%	32	39,941	-3%	35	41,175	12%	31	35,369	-5%
D303	65	64,049	-37%	81	87,885	20%	77	70,509	-48%	94	96,908	10%
D304	36	29,386	-128%	56	67,028	22%	49	52,435	-30%	55	65,117	11%
D427	0	0	0%	0	0	0%	1	1,164	-208%	3	3,584	66%
D428	1	795	-478%	3	4,594	59%	2	1,873	37%	1	1,183	100%
D131	2	1,590	16%	1	1,331	14%	1	1,139	100%	0	0	0%

**MID VALLEY SPECIAL EDUCATION COOPERATIVE
EXTENDED SCHOOL YEAR
COST/ENROLLMENT TREND DATA (By Program)
2019 THRU 2020**

Program	D101				D301				D302				D303				D304				D428				D131			
	Enr	2020	Enr	2019	Enr	2020	Enr	2019	Enr	2020	Enr	2019	Enr	2020	Enr	2019	Enr	2020	Enr	2019	Enr	2020	Enr	2019	Enr	2020	Enr	2019
Academic Skills	31	13,218	0	-	6	2,558	11	8,290	3	1,279	9	6,783	18	7,675	32	24,116	17	7,248	23	17,333	0	-	0	-	0	-	0	-
Behavior Alt	20	10,931	1	1,824	2	1,093	0	-	5	2,733	1	1,824	6	3,279	5	9,122	1	547	2	3,649	0	-	1	1,809	0	-	0	-
Early Childhood	3	1,318	4	4,587	6	2,635	6	6,880	0	-	2	2,293	0	-	0	-	1	439	0	-	0	-	0	-	0	-	0	-
EC (DHH)	0	-	-	0	-	-	-	-	0	-	-	-	4	2,465	2	2,532	0	-	0	-	1	616	2	2,532	2	1,232	1	1,266
New Pathways	0	-	0	-	5	3,943	13	14,198	6	4,731	13	14,198	14	11,039	18	19,659	8	6,308	14	15,291	0	-	0	-	0	-	0	-
Functional Acad/ELS	28	19,771	12	12,290	10	7,061	12	12,290	2	1,412	2	2,048	16	11,298	16	16,386	6	4,237	8	8,193	0	-	0	-	0	-	0	-
Multi Needs/ABLE	2	1,554	2	2,672	1	777	2	2,672	2	1,554	4	5,345	3	2,331	3	4,009	3	2,331	6	8,017	0	-	0	-	0	-	0	-
Vocational - SAIL, 12+	1	573	2	1,966	2	1,145	3	2,949	1	573	1	983	4	2,291	5	4,915	0	-	3	2,949	0	-	0	-	0	-	0	-
Related Svcs																												
	#	Cost	#	Cost	#	Cost	#	Cost	#	Cost	#	Cost	#	Cost	#	Cost	#	Cost	#	Cost	#	Cost	#	Cost	#	Cost	#	Cost
1:1 Aides	0	-	0	-	0	-	1	1,330	0	-	2	2,648	1	2,383	0	-	0	-	4	5,318	0	-	0	-	0	-	0	-
	MPW	Cost	MPW	Cost	MPW	Cost	MPW	Cost	MPW	Cost	MPW	Cost	MPW	Cost	MPW	Cost	MPW	Cost	MPW	Cost	MPW	Cost	MPW	Cost	MPW	Cost	MPW	Cost
Speech	1300	7,754	475	1,533	530	3,161	585	1,887	325	1,939	390	1,258	1485	8,858	1004	3,239	715	4,265	975	3,146	30	179	210	210	60	358	20	65
OT	295	3,007	130	556	308	3,139	415	1,774	205	2,090	215	919	615	6,269	660	2,821	205	2,090	425	1,816	-	10	43	0	-	0	-	0
PT	75	1,018	60	46	75	1,018	75	58	95	1,290	120	93	165	2,240	130	100	45	611	185	143	-	0	-	0	-	0	-	0
VISION	15	415	15	141	20	553	15	141	45	1,244	165	1,549	15	415	105	986	25	691	125	1,173	-	0	-	0	-	0	-	0
SOCIAL WORK	330	3,405			120	1,238			60	619			340	3,508			60	619										
	D101				D301				D302				D303				D304				D428				D131			
	Enr	2020	Enr	2019	Enr	2020	Enr	2019	Enr	2020	Enr	2019	Enr	2020	Enr	2019	Enr	2020	Enr	2019	Enr	2020	Enr	2019	Enr	2020	Enr	2019
TOTALS	85	62,964	21	25,615	32	28,321	47	52,469	19	19,464	32	39,941	65	64,051	81	87,885	36	29,386	56	67,028	1	795	3	4,594	2	1,590	1	65
% Inc/Dec		59%				-85%				-105%				-37%				-128%				-478%				96%		

3. Administrative Liaison Meeting Minutes, August
17, 2020

MidValley Liaison Meeting

In attendance: Lisa Palese, Melissa Jackson, Tim Stoudt, Tanner Seal, Chris Payton, Patti Palagi, Jamie Benavides, Mike Wilkes
Kari Ruh, Fran Eggleston, Mike Potsic,

Time: 1:00pm

Location: MidValley Cooperative (ZOOM)

Agenda Item/Facilitator	Notes	Action Step/Person Responsible
<p>Celebrations/Initiatives/Trainings (All)</p>	<p>As a group we celebrated that soon we will have students back in session! It's been a difficult journey preparing for school to reopen and we are all ready for some smiling faces!</p>	
<p>Technology Supports for All Learners</p>	<p>This past year has brought some unique challenges for our remote learners who do not have access to a 1:1 device. While technically in our "Articles of Agreement" the serving district is responsible for ensuring that Mid-Valley students have access to the same materials, resources and technology as the general education students in the building, specialized equipment such as iPads and AAC devices have always been provided by the LEA. With our increasing needs, funding 1:1 devices at the Serving Schools could be quite a hardship to the districts that host multiple programs. Our shared goal is that every child has access to what they need to be successful. However, we are in agreement that we need to achieve that goal while being fiscally-responsible and balancing the cost in an equitable way.</p>	<p>Lisa will look at the numbers and the needs to determine if a credit should be issued for devices that may exceed cost for what is typically distributed across a school district.</p> <p>The serving district will issue the device so it will work with their network. More will be done with this to make sure specific districts aren't being inundated with a large number of tech requests and distributions.</p>
<p>Updates on Professional Learning- Infinitec</p>	<p>All districts are now part of Infinitec and have access to the trainings offered. This has offered a lot of new training to TAs and certified staff throughout the school shut-down and the summer.</p> <p>The new state mandates for a minimum of 8 hours of training (includes 4 hours of CPI) in behavior-related trainings.</p>	<p>Lisa will be organizing Infinitec trainings and sharing information out to districts so they can utilize it as well.</p>
<p>3-Year Evaluations</p>	<p>How can we better support this process at Mid-Valley? At what point would you like your Psychs involved? Let's specify more clearly what data we would like to see.</p> <p>Some thoughts: Full cognitive assessment before 18 or close to the age of 18 for students headed towards adult services. This would allow a fresher cognitive using the adult scales instead of using results from years prior.</p> <p>More documentation on assessments attempted in cases where students weren't able to assess.</p> <p>Is there more of a rule of thumb with this. Are we doing this for best practice, or are we doing this to set them up for adult services, or both? Are there any "hard and fast" rules that we need to consider?</p>	<p>We will need to set up a minimum standard for three-year re-evaluations. This would be agreed upon by the cooperating districts.</p> <p>We should review some cases where we knew students weren't successful to see where they fell short in the eyes of adult services.</p>
<p>3-Year Evaluations</p>	<p>What is it that adult services needs for this child?</p>	<p>Get input from people like Tim Stoudt, Nicole Claeson, and Aubree Schuett.</p>

MidValley Liaison Meeting

In attendance: Lisa Palese, Melissa Jackson, Tim Stoudt, Tanner Seal, Chris Payton, Patti Palagi, Jamle Benavides, Mike Wilkes
Kari Ruh, Fran Eggleston, Mike Potsic,

Time: 1:00pm

Location: MidValley Cooperative (ZOOM)

Agenda Item/Facilitator	Notes	Action Step/Person Responsible
Seven Challenges: implementation plan and leader training	The virtual training for this went quite well. The overall feedback was that the format, energy, and expertise of the trainers was great. Overall, it was very intense and some felt it was more clinical. Some felt that it was what they needed and would like to become trainers.	Lisa and Patti will work with the Seven Challenges to discuss the future path for training and decide on the full or brief program. Districts will determine which people they would like to become trainers. Is there more information on the outcome data of the program? Lisa will get more informatoin from the Seven Challenges team and invite Fran & Mike to the upcoming ZOOM check-in.
Teaching Strategies Gold Training: D301: Sept. 22, 23 and Oct. 21: other districts are invited to attend	Training is virtual through Teaching Strategies Gold	Let Mike know if you want to send anyone to that training. It will be done virtually.
Medicaid	Are there new codes or what we did in the spring sufficient?	Patti is going to reach out to Steve K.
Upcoming Board Meeting	Lisa shared information about the recent renovations at Shelby- it looks amazing. However, we had an issue with the AC Unit and learned that we were contractually responsible for the cost under the current lease. With Board approval, we would like to compromise with BEI and have that language removed from the current lease as well as have BEI pay for the new AC. In return, we would extend the lease until 2028.	Lisa will write a memo to the board regarding this recommendation.

4. Posting of MVSEC Compensation Report



Mid-Valley Special Education Cooperative

Lisa Palese, Executive Director
1304 Ronzheimer Avenue
St. Charles, IL 60174
Phone: 331-228-4873
Fax: 331-228-4874

MEMO TO: Members of the MVSEC Executive Advisory Board

FROM: Nancy Sporer, Director of Business and Human Resources

DATE: September 2, 2020

RE: **COMPENSATION REPORT 2020-2021**

A compensation report is required each year by Public Act 097-0609. Within 6 business days after an employer participating in the Illinois Municipal Retirement Fund approves a budget, that employer must post on its website the total compensation package for each employee having a total compensation package that exceeds \$75,000 per year.

“Total compensation package” means payment by the employer to the employee for salary, health insurance, a housing allowance, a vehicle allowance, a clothing allowance, bonuses, loans, vacation days granted, and sick days granted. Mid-Valley does not provide payment for bonuses, housing allowance, clothing allowance, or loans.

This report also includes not only IMRF members but also all staff members who have a total compensation package of over \$75,000 per year.

**MID-VALLEY SPECIAL EDUCATION COOPERATIVE
2020-21 TOTAL COMPENSATION REPORT
PUBLIC ACT #097-0609**

NAME	POSITION	TOTAL COMPENSATION	SALARY	RETIREMENT	EMPLOYER PAID INSURANCE	ANNUITY	TRAVEL ALLOWANCE	VACATION DAYS	SICK DAYS
ASENCIO, ANGELICA A	Teacher	\$77,584.56	\$59,974.77	\$5,215.23	\$12,394.56				15
AKERS, BETHANY E	Teacher	\$98,370.84	\$66,101.97	\$5,748.03	\$26,520.84				15
ANTONIOU, JESSICA L	Speech/Language Therapist	\$77,512.56	\$59,974.77	\$5,215.23	\$12,322.56				15
BELICH, KAREN E	Vocational Specialist	\$96,920.24	\$64,767.97	\$5,632.03	\$26,520.24				15
BINGHAM, MEG L	Teacher	\$104,652.24	\$71,881.41	\$6,250.59	\$26,520.24				15
BOERS, CHRISTINE L	Teacher	\$129,097.44	\$94,370.98	\$8,206.22	\$26,520.24				18
DANOS, JEANNE A	Teacher	\$88,732.23	\$57,235.01	\$4,976.98	\$26,520.24				15
DEAN, KRISTIN E	Speech/Language Therapist	\$81,271.12	\$74,733.41	\$6,498.59	\$39.12				15
DOMARACKI, MARYANN D	Social Worker	\$109,782.97	\$88,780.52	\$7,720.09	\$12,394.56	\$887.80			18
EDWARDS, TERRI L	Teacher	\$95,228.89	\$80,419.75	\$6,993.06	\$7,816.08				15
GATELY, AMY S	Teacher	\$105,620.24	\$72,771.97	\$6,328.03	\$26,520.24				15
GIESE, JENNIFER L	Teacher	\$81,272.56	\$63,433.97	\$5,516.03	\$12,322.56				15
GLABINSKI, MICHAEL J	Adaptive Physical Education	\$88,378.04	\$56,909.15	\$4,948.65	\$26,520.24				15
GREGORY, ANGELA A	Hearing Itinerant	\$91,794.42	\$73,047.84	\$6,352.02	\$12,394.56				15
HAMMACK-COTE, MANDY L	Physical Therapist	\$97,401.56	\$85,007.00	\$0.00	\$12,394.56				15
HENNE, RONA L	Occupational Therapist /Asst Technology Specialist	\$115,022.88	\$102,628.32	\$0.00	\$12,394.56				15
JACKSON, MELISSA R	Program Supervisor	\$145,713.92	\$114,975.00	\$9,997.88	\$19,109.04		\$1,632.00		15
JENKINS, SHARON M	Hearing Itinerant	\$93,391.85	\$74,517.47	\$6,479.82	\$12,394.56				18
KAPLAN, MINDY A	Speech/Language Therapist	\$88,218.56	\$69,758.05	\$6,065.95	\$12,394.56				15
KIZIOR, REESA J	Social Worker	\$94,950.35	\$87,318.29	\$7,592.94	\$39.12				18
MATE, TERRI L	Teacher	\$85,980.24	\$54,769.42	\$4,762.58	\$26,448.24				15
MC CAFFERTY, SARAH M	Teacher	\$78,705.51	\$48,076.67	\$4,180.60	\$26,448.24				15
MILLS, MELISSA A	Teacher	\$101,270.24	\$68,769.97	\$5,980.03	\$26,520.24				15
MITTMAN, VALERIE C	Teacher	\$78,444.56	\$60,765.97	\$5,284.03	\$12,394.56				15
MONTGOMERY, LINDSEY L	Teacher	\$82,420.24	\$51,427.98	\$4,472.02	\$26,520.24				15
PALESE, LISA M	Executive Director of MVSEC	\$171,669.33	\$140,080.00	\$13,854.05	\$16,103.28		\$1,632.00	20	15
PAYLEITNER, MEGAN S	Teacher	\$76,648.08	\$63,325.41	\$5,506.59	\$7,816.08				15
PAYNE, KIMBERLEY G	Vocational Specialist	\$78,147.63	\$60,492.80	\$5,260.27	\$12,394.56				15
PAYTON, CHRISTOPHER E	Principal	\$129,565.37	\$103,000.00	\$8,956.57	\$15,976.80		\$1,632.00		15
PHILLIPS, JENNIFER L	Director of Professional Learning	\$141,722.12	\$96,695.31	\$8,408.33	\$34,986.48		\$1,632.00		15
ROHDE, GINGER M	Teacher	\$88,476.32	\$74,207.39	\$6,452.85	\$7,816.08				15
SEAL, TANNER A	Program Supervisor	\$132,637.44	\$90,125.00	\$7,837.00	\$33,043.44		\$1,632.00	20	15
SMITH, YOLANDA E	Hearing Itinerant	\$89,629.06	\$75,267.91	\$6,545.07	\$7,816.08				18
SPORER, NANCY J	Director of Business and Human Resources /CSBO	\$150,901.78	\$117,701.19	\$10,234.94	\$20,156.64	1,177.01	\$1,632.00	23	15
STELLATO, JENNIE L	Occupational Therapist	\$83,418.56	\$71,024.00	\$0.00	\$12,394.56				15
STINSON, MYRA M	Teacher	\$96,623.08	\$81,702.40	\$7,104.60	\$7,816.08				15
STROMEK, RAVEN	Teacher	\$87,144.56	\$68,769.97	\$5,980.03	\$12,394.56				15
TREDUP, KAREN E	Teacher	\$91,422.56	\$72,771.97	\$6,328.03	\$12,322.56				15
WESTBERG, SARAH E	Behavior/Instructional Coach	\$90,753.56	\$72,090.25	\$6,268.75	\$12,394.56				15
WILDER, JILL R	Teacher	\$88,594.56	\$70,103.97	\$6,096.03	\$12,394.56				15

5. Student Teachers and Interns, School Year,
2020-2021



Mid-Valley Special Education Cooperative

Lisa Palese, Executive Director
 1304 Ronzheimer Avenue
 St. Charles, IL 60174
 Phone: 331-228-4873
 Fax: 331-228-4874

MEMORANDUM

TO: Mid-Valley Special Education Cooperative Executive Advisory Board

FROM: Lisa Palese, Executive Director

DATE: September 2, 2020

RE: Student Teachers & Interns

The purpose of this memo is to share with the Executive Board information regarding our student teachers and interns for the 2020-21 school year. COVID-19 has made securing student teaching and intern placements quite a challenge for our future educators. At Mid-Valley, we made the decision to honor our previous commitments to both Illinois State & Aurora University by welcoming the following future educators to our programs. Each one of our interns and student teachers are actively involved in both in-person and remote learning plans. They are working diligently with our staff to follow all of our safety protocols. Please help us in welcoming our wonderful team of future educators...

Student Teacher/Intern	University	Program	Lead Teacher/Therapist
Alexi Harvey	Illinois State	Little Hands & Voices	Raven Stromek
Emily Tsai	Aurora University	New Directions & SAIL	Myra Stinson & Megan Payleitner
Emily Dremel	Aurora University	New Directions	Alicia Frantzen
Erynn McCray	Aurora University	New Directions & SAIL	AJ Backer & Reesa Kizior
Karen Joseph	Aurora University	New Directions & SAIL	Reesa Kizior & AJ Backer
Megan Scott	Aurora University	New Directions	Magen McCarthy
Jessica Shroka	Aurora University	New Directions	Rachel Garrett

6. Update on Mid-Valley Opening



Mid-Valley Special Education Cooperative

Lisa Palese, Executive Director
1304 Ronzheimer Avenue
St. Charles, IL 60174
Phone: 331-228-4873
Fax: 331-228-4874

MEMORANDUM

TO: Mid-Valley Special Education Cooperative Executive Advisory Board

FROM: Lisa Palese, Executive Director

DATE: September 2, 2020

RE: Mid-Valley Reopening

The purpose of this memo is to share with the Executive Board some highlights of our Mid-Valley Special Education Cooperative Reopening. On August 19th, we joined D101 & D303 by opening up our New Directions Program, 12+, SAIL, ABLE BHS and New Pathways Norton Creek. We were truly impressed by the way the majority of our students handled the new requirements of wearing a mask. Several students whose parents had asked for an exemption were able to successfully wear a mask with the help of social stories, positive encouragement and regular mask breaks. It was wonderful to see the smiling faces of both staff and students! We have a few students who were not able to successfully transition back to school at MJC, but are working closely with our families and district partners to get each student back to school safely.

On August 20th, we expanded our opening by joining D302 with the opening of five more classrooms in Kaneland. Again, lots of great successes! Our students who chose remote learning were able to successfully join their classmates for synchronous instruction throughout the day. We are very proud of our staff and our families for working so closely together as our teams manage both remote and in-person learning simultaneously. We have several students with significant medical needs and our teams are doing an excellent job using appropriate PPE and setting up creative ways to meet the needs of each student through either remote or hybrid instruction with the support of some amazing parents. One area of frustration for our families has been having to self-certify multiple times each morning depending on their home and serving district, but we have encouraged each family to continue to follow the expectations of the multiple districts during these unprecedented times.

We are looking forward to our final stage of reopening on August 31st when we join D301 & D304 with the reopening of our six classrooms in D304 and two classrooms in D301. While this has certainly not been a typical year, we are beyond excited to be back and will do everything we can to ensure that our students and families feel safe, secure and confident with whatever learning plan they have chosen.

6. **For Discussion**

7. **For Action**

1. Approval of the Personnel Report, August, 2020

Mid Valley Special Education Cooperative
Regular Meeting Wednesday, September 2, 2020

SUBJECT: Personnel Report

Classified Staff

A. Classified Staff Resignations, Retirements and/or Terminations for School Year 2020-2021.				
<i>Name</i>	<i>Position</i>	<i>Location</i>	<i>Reason</i>	<i>Effective Date</i>

B. Classified Staff Recommended for Employment for School Year 2020-2021.				
<i>Name</i>	<i>Position</i>	<i>Location</i>	<i>Salary</i>	<i>Effective Date</i>
Schumacher, Jamie	Teaching Assistant	Mades Johnstone – New Directions	\$19.69/Hour	08/14/2020

C. Classified Staff Request for Personal or Parental Leave of Absence for School Year 2020-2021.				
<i>Name</i>	<i>Position</i>	<i>Location</i>	<i>Effective Dates</i>	
Janus, Bruce	Teaching Assistant	Batavia High School – ABLE	08/17/2020-11/11/2020	

Licensed Staff

D. Licensed Staff Resignations, Retirements and/or Terminations for School Year 2020-2021.				
<i>Name</i>	<i>Position</i>	<i>Location</i>	<i>Reason</i>	<i>Effective Date</i>

E. Licensed Certified Staff Request for Personal or Parental Leave of Absence for School Year 2020-2021.				
<i>Name</i>	<i>Position</i>	<i>Location</i>	<i>Effective Dates</i>	

F. Licensed Certified Staff Recommended for Employment for School Year 2020-2021.				
<i>Name</i>	<i>Position</i>	<i>Salary w/ TRS</i>	<i>Effective Date</i>	
Zehelein, Melissa	Social Worker .40 FTE – Geneva Middle School South – New Pathways	\$23,520	08/17/2020	

G. Background Data on Licensed Educators Recommended for Employment for School Year 2019-20	
Name	MELISSA ZEHELEIN
License Endorsements	PEL, SSW, School Social Worker, Pre K - 21
Education	BSW, Social Work, Western Illinois University, Macomb, IL MSW, School Social Worker, Aurora University, Aurora, IL
Relevant Experience	3 Mo. School Social Worker, U-46, Elgin, IL; 7 mo. Program Therapist, Parkland Preparatory Academy, Streamwood, IL; 6 Mo. School Social Worker, West Chicago CUSD #33, West Chicago, IL; 5 Mo. Lead Teacher, Chesterbrook Academy, St. Charles, IL; 3 Mo. Social Worker Long Term Substitute, DeKalb CUSD 428, DeKalb, IL; 3 Mo. School Social Worker Long Term Substitute, Sycamore CUSD 427, Sycamore, IL; 2 Years, School Social Worker, Indian Creek School 425, Shabbona, IL

RECOMMENDATION: Approval.

8. **New Business**

9. **Adjournment**