

## **Executive Advisory Board Meeting**

Wednesday, March 3, 2021 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**

4.1. Approval of Minutes, Executive Board Meeting,  
February 3, 2021



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

1304 Ronzheimer Avenue

St. Charles, IL 60174

Phone: 331-228-4873

Fax: 331-228-4874

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### **Executive Advisory Board Meeting**

**February 3, 2021**

**8:00 AM**

The Mid-Valley Special Education Cooperative Board met in Regular Session on Wednesday, February 3, 2021 at the Mid-Valley Special Education Cooperative, 1304 Ronzheimer Avenue, St. Charles, IL 60174 via Zoom.

#### **Call to Order**

Dr. Pearson, Superintendent D303, Board Chairman called the meeting to order at 8:05 a.m.

#### **Roll Call**

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

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. Hichens seconded the motion. Approval of the Agenda was confirmed by unanimous vote. 4-0. Absent was Dr. Stirn, Superintendent D301.

#### **Public Comment**

None

#### **Consent Agenda**

- 4.1 Approval of Minutes, Executive Board Meeting, January 6, 2021
- 4.2 Approval of Bills, January 2021
- 4.3 Approval of Payroll, January 2021
- 4.4 Approval of Financial Report, January 2021
- 4.5 Approval of the Treasurer's Report, January 2021

Dr. Pearson called for Approval of the Consent Agenda. Dr. Mutchler moved and Dr. Leden seconded the motion. Approval of the Consent Agenda was confirmed by unanimous vote. 4-0. Absent was Dr. Stirn, Superintendent D301.

#### **Information**

##### **5.1 Student and Staff Enrollment, January 2021**

Mrs. Palese reported the student/staff enrollment details for January 2021 and January 2020 to see the comparisons.

##### **5.2 Administrative Liaison Meeting Minutes, January 25, 2021**

Mrs. Palese shared the Liaison meeting minutes which focused on ESY and attendance concerns with remote learning.

##### **5.3 February 2021 Institute Day**

Mrs. Palese discussed the Action Plan for the county wide institute day on February 26, 2021.

#### **5.4 Youth Voices Forum on Mental Health**

Mrs. Palese reported this 2<sup>nd</sup> Annual Event which was held in Geneva last year is taking place February 3, 2021. Due to COVID-19 the event is smaller but there are still staff and students attending.

#### **5.5 Room Use Deadline, March 1, 2021**

Mrs. Palese shared that the Districts have until March 1, 2021 to let Mid-Valley know the room availabilities for the 2021-2022 school year to house their programs.

#### **For Discussion**

None

#### **For Action**

##### **7.1 Approval of the Waubensee Community College Contract**

Dr. Leden motioned, seconded by Dr. Hichens for Approval of the Waubensee Community College Contract. Motion carried by unanimous roll call vote. 4-0. Absent was Dr. Stirn, Superintendent D301.

##### **7.2 Approval of the Personnel Report, January, 2021**

Dr. Hichens motioned, seconded by Dr. Mutchler for Approval of the Personnel Report. Motion carried by unanimous roll call vote. 4-0. Absent was Dr. Stirn, Superintendent D301.

#### **New Business**

None

#### **Adjournment**

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

**The meeting adjourned at 8:13 AM**

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Chair of the Mid-Valley Board

***The next Regular Mid-Valley Executive Advisory Board Meeting will be Wednesday, March 3, 2021, 9:00 AM at the Mid-Valley Administration Offices, 1304 Ronzheimer Avenue. St. Charles, IL 60174***

#### 4.2. Approval of Bills, February, 2021

## MID VALLEY SPECIAL EDUCATION COOP

### Disbursement Detail Listing

Bank Name: HARRIS BANK

Date Range: 02/01/2021 - 02/28/2021

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	
Bank Name: HARRIS BANK				Bank Account: 3445079				
12226	02/22/2021	1153	ADERMAN, ANN	REIM NASN M SHIP	10.0000.1200.640.000.080	DUES/FEES/MEMBERSHIPS	\$146.00	
							Check Total:	\$146.00
12227	02/22/2021	1153	ANCONA, JESLYNN M	REIM JAN MILEAGE	10.0000.1200.332.000.132	STAFF TRAVEL	\$81.20	
							Check Total:	\$81.20
NCB	02/26/2021	1152	AXA EQUITABLE	V316139	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$150.00	
NCB	02/26/2021	1152	AXA EQUITABLE	V316139	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$100.00	
NCB	02/12/2021	1144	AXA EQUITABLE	V415657	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$150.00	
NCB	02/12/2021	1144	AXA EQUITABLE	V415657	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$100.00	
							Check Total:	\$500.00
12228	02/22/2021	1153	BATAVIA ENTERPRISES	MARCH 2021 RENT	14.0000.1250.325.000.010	FACILITY/COPIER RENTAL	\$5,520.58	
12228	02/22/2021	1153	BATAVIA ENTERPRISES	WORK ORDER 9012-1	20.0000.2540.323.000.000	REPAIR/MAINTENANCE	\$80.00	
							Check Total:	\$5,600.58
12229	02/22/2021	1153	BENJAMIN SCHOOL DIST #25	FY21 EBF 2ND PYMT	11.0000.4120.662.000.000	PAYMENTS TO DISTRICTS - EBF	\$794.48	
							Check Total:	\$794.48
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.1200.400.000.080	INCENTIVES	\$254.39	
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.1200.414.000.078	FOOD/COOKING SUPPLIES	\$152.85	
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.1200.414.000.078	FOOD/COOKING SUPPLIES	\$28.39	
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.1200.414.000.078	FOOD/COOKING SUPPLIES	\$57.07	
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$15.45	
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$49.48	
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.1200.415.000.011	INSTRUCTIONAL SUPPLIES	\$9.99	

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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
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.1200.415.000.014	INSTRUCTIONAL SUPPLIES	\$15.45
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.1200.415.000.014	INSTRUCTIONAL SUPPLIES	\$26.97
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.1200.415.000.028	INSTRUCTIONAL SUPPLIES	\$60.50
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.1200.415.000.028	INSTRUCTIONAL SUPPLIES	\$15.45
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.1200.415.000.028	INSTRUCTIONAL SUPPLIES	\$9.99
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.1200.415.000.078	INSTRUCTIONAL SUPPLIES	\$15.45
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.1200.415.000.079	INSTRUCTIONAL SUPPLIES	\$15.45
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.1200.415.000.080	INSTRUCTIONAL SUPPLIES	\$23.99
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.1200.415.000.080	INSTRUCTIONAL SUPPLIES	\$49.74
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.1200.415.000.080	INSTRUCTIONAL SUPPLIES	\$116.75
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.1200.415.000.080	INSTRUCTIONAL SUPPLIES	\$15.45
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.1200.415.000.109	INSTRUCTIONAL SUPPLIES	\$15.45
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2110.415.000.110	INSTRUCTIONAL SUPPLIES	\$15.45
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2138.410.000.129	SUPPLIES/MATERIALS	\$15.46
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2139.410.000.130	SUPPLIES/MATERIALS	\$15.45
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2139.410.000.130	SUPPLIES/MATERIALS	\$15.00
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2139.410.000.130	SUPPLIES/MATERIALS	\$40.60
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2139.410.000.130	SUPPLIES/MATERIALS	\$19.42
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2139.410.000.130	SUPPLIES/MATERIALS	\$113.94

## MID VALLEY SPECIAL EDUCATION COOP

### Disbursement Detail Listing

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Bank Account: 3445079

Date Range: 02/01/2021 - 02/28/2021  
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
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2139.410.000.130	SUPPLIES/MATERIALS	\$245.00
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2139.417.000.130	ASSESSMENTS	\$84.95
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2139.417.000.130	ASSESSMENTS	\$27.65
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2139.417.000.130	ASSESSMENTS	\$20.00
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2139.418.000.130	EQUIPMENT < \$500	\$36.78
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2150.415.000.113	INSTRUCTIONAL SUPPLIES	\$15.45
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2150.417.000.113	ASSESSMENTS	\$110.60
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2190.410.000.114	SUPPLIES/MATERIALS	\$213.11
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2190.418.000.114	EQUIPMENT < \$500	\$80.00
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2190.470.000.114	SOFTWARE/SUBSCRIPTIONS	\$99.00
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2210.410.000.120	SUPPLIES/MATERIALS	\$115.35
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2320.410.000.140	SUPPLIES/MATERIALS	\$15.99
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2640.410.000.140	SUPPLIES/MATERIALS	\$64.71
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2640.410.000.140	SUPPLIES/MATERIALS	\$77.50
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	10.0000.2640.410.000.140	SUPPLIES/MATERIALS	\$31.96
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	14.0000.1250.415.000.010	INSTRUCTIONAL SUPPLIES	\$77.05
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	14.0000.1250.415.000.010	INSTRUCTIONAL SUPPLIES	\$34.99
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	14.0000.1250.415.000.010	INSTRUCTIONAL SUPPLIES	\$50.00
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	14.0000.1250.415.000.010	INSTRUCTIONAL SUPPLIES	\$57.00

## MID VALLEY SPECIAL EDUCATION COOP

### Disbursement Detail Listing

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Bank Account: 3445079

Date Range: 02/01/2021 - 02/28/2021  
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
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	14.0000.1250.415.000.010	INSTRUCTIONAL SUPPLIES	\$45.83
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	14.0000.1250.415.000.010	INSTRUCTIONAL SUPPLIES	\$141.90
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	14.0000.1250.415.000.010	INSTRUCTIONAL SUPPLIES	\$50.00
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	14.0000.1250.415.000.010	INSTRUCTIONAL SUPPLIES	\$239.97
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	14.0000.1250.415.000.010	INSTRUCTIONAL SUPPLIES	\$162.41
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	14.0000.1250.415.000.010	INSTRUCTIONAL SUPPLIES	\$231.56
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	14.0000.1250.464.000.010	GASOLINE	\$73.00
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	14.0000.2210.312.120.321	STAFF DEV IMPR OF INSTRUCTION	\$35.00
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	14.0000.2210.312.120.321	STAFF DEV IMPR OF INSTRUCTION	\$200.00
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	14.0000.2210.314.000.321	STAFF DEV CO-OP WIDE	\$190.13
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	14.0000.2210.314.000.321	STAFF DEV CO-OP WIDE	\$60.88
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	20.0000.2540.410.000.000	SUPPLIES/MATERIALS	\$202.28
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	20.0000.2540.410.000.000	SUPPLIES/MATERIALS	\$202.28
12230	02/22/2021	1153	BMO C/O HARRIS TRUST AND SAVINGS BANK	STMT ENDING 2/5/2021	20.0000.2540.410.000.000	SUPPLIES/MATERIALS	\$28.78
Check Total:							\$4,504.69
12231	02/22/2021	1153	CENTRAL COMMUNITY DIST #301	FY21 EBF 2ND PYMT	11.0000.4120.662.000.000	PAYMENTS TO DISTRICTS - EBF	\$52,134.53
Check Total:							\$52,134.53
12212	02/08/2021	1136	CITY OF ST CHARLES	12/16-1/1/ 810821892	20.0000.2540.466.000.078	ELECTRICITY-SHELBY	\$90.76
12212	02/08/2021	1136	CITY OF ST CHARLES	12/16-1/18 810818575	20.0000.2540.466.000.078	ELECTRICITY-SHELBY	\$86.91
Check Total:							\$177.67
12213	02/08/2021	1136	COMMUNITY THERAPY SERVICES	1346	10.0000.2139.314.000.130	CONSULTANTS	\$10,856.25

## MID VALLEY SPECIAL EDUCATION COOP

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Fiscal Year: 2020-2021

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount	
							Check Total:	\$10,856.25
12232	02/22/2021	1153	CUSD #101	FY21 EBF 2ND PYMT	11.0000.4120.662.000.000	PAYMENTS TO DISTRICTS - EBF	\$21,838.21	
							Check Total:	\$21,838.21
12233	02/22/2021	1153	CUSD #303	FY21 EBF 2ND PYMT	11.0000.4120.662.000.000	PAYMENTS TO DISTRICTS - EBF	\$66,694.92	
							Check Total:	\$66,694.92
12234	02/22/2021	1153	CUSD #303	FEBRUARY INSUR STIP	10.0000.2310.225.000.144	INSURANCE STIPEND	\$1,485.42	
							Check Total:	\$1,485.42
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V234310	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$904.83	
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V234310	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$96.72	
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V310870	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$1,573.71	
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V310870	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$76.71	
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V313752	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$5,911.76	
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V315918	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$444.10	
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V315918	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$26.18	
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V315918	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$0.73	
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V397661	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$4,692.96	
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V402214	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$208.34	
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V405303	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$6,437.80	
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V465565	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$12,047.32	
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V465565	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$1,879.47	
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V537786	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$783.53	
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V538644	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$287.21	

## MID VALLEY SPECIAL EDUCATION COOP

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V538644	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$14.01
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V538644	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$1.27
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V546325	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$3,727.23
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V569940	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$7,115.30
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V628616	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$54.37
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V628616	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$0.89
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V628616	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$0.78
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V661635	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$1,118.84
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V683615	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$2,479.33
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V683615	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$153.30
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V683615	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$5.72
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V753446	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$1,363.89
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V782541	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$341.38
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V915525	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$10,267.20
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V915525	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$1,508.80
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V926261	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$12,601.73
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V926261	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$670.31
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V926261	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$134.06
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V989235	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$140.94
12220	02/12/2021	1137	CUSD #303 EMP HEALTH FUND	V989235	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$13.78

## MID VALLEY SPECIAL EDUCATION COOP

### Disbursement Detail Listing

Bank Name: HARRIS BANK

Date Range: 02/01/2021 - 02/28/2021

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
Check Total:							\$77,084.50
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V102599	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$2,484.82
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V240379	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$208.34
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V241051	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$140.94
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V241051	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$13.78
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V255155	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$10,267.20
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V255155	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$1,508.80
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V361492	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$904.83
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V361492	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$96.72
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V36576	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$436.83
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V36576	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$26.18
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V36576	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$0.73
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V404272	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$2,422.10
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V404272	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$153.30
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V404272	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$5.72
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V421957	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$783.53
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V44141	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$1,363.89
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V519357	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$7,115.30
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V522843	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$54.37
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V522843	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$0.89

## MID VALLEY SPECIAL EDUCATION COOP

### Disbursement Detail Listing

Bank Name: HARRIS BANK  
 Bank Account: 3445079

Date Range: 02/01/2021 - 02/28/2021  
 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	
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V522843	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$0.78	
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V687687	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$12,047.32	
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V687687	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$1,879.47	
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V690149	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$341.38	
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V734733	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$12,601.73	
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V734733	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$670.31	
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V734733	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$134.06	
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V742511	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$1,573.71	
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V742511	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$76.71	
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V794328	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$5,911.76	
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V815919	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$4,692.96	
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V907968	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$287.64	
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V907968	14.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$14.01	
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V907968	17.0486.0000.000.000.000	LIFE-MEDICAL-DENTAL INSURANCE	\$1.27	
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V945266	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$6,437.80	
12223	02/26/2021	1145	CUSD #303 EMP HEALTH FUND	V975768	10.0486.0000.000.000.000	INSURANCE DEDUCTIONS	\$1,118.84	
							Check Total:	\$75,778.02
12235	02/22/2021	1153	CUSD #304	FY21 EBF 2ND PYMT	11.0000.4120.662.000.000	PAYMENTS TO DISTRICTS - EBF	\$63,071.33	
							Check Total:	\$63,071.33
12236	02/22/2021	1153	DANOS, JEANNE	REIM DEC MILEAGE	10.0000.2130.332.000.111	STAFF TRAVEL	\$177.10	
							Check Total:	\$177.10
12237	02/22/2021	1153	DeKalb CUSD #428	FY21 EBF 2ND PYMT	11.0000.4120.662.000.000	PAYMENTS TO DISTRICTS - EBF	\$4,320.12	

## MID VALLEY SPECIAL EDUCATION COOP

### Disbursement Detail Listing

Bank Name: HARRIS BANK  
Bank Account: 3445079

Date Range: 02/01/2021 - 02/28/2021  
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	
							Check Total:	\$4,320.12
12238	02/22/2021	1153	DIORIO, MICHELLE	REIM BUS DRIVER PHY	14.0000.1250.310.000.010	PROFESSIONAL SERVICES	\$139.00	
							Check Total:	\$139.00
12239	02/22/2021	1153	DOMARACKI, MARY ANN	REIM MILE DEC/JAN	10.0000.2110.332.000.110	STAFF TRAVEL	\$64.80	
							Check Total:	\$64.80
12240	02/22/2021	1153	DRESSLER, ELISA A	REIM INCENTIVE JAN	10.0000.1200.400.000.080	INCENTIVES	\$42.99	
							Check Total:	\$42.99
12241	02/22/2021	1153	EAST AURORA SCHOOL DISTRICT 131	FY21 EBF 2ND PYMT	11.0000.4120.662.000.000	PAYMENTS TO DISTRICTS - EBF	\$1,874.77	
							Check Total:	\$1,874.77
12214	02/08/2021	1136	FOX VALLEY CHRISTIAN CHURCH	61	10.0000.1200.325.000.079	FACILITY RENTAL	\$400.00	
							Check Total:	\$400.00
12242	02/22/2021	1153	FOX VALLEY CHRISTIAN CHURCH	62	10.0000.1200.325.000.079	FACILITY RENTAL	\$400.00	
							Check Total:	\$400.00
12243	02/22/2021	1153	FOX VALLEY FITNESS	JANUARY - FITNESS	14.0000.1250.415.000.010	INSTRUCTIONAL SUPPLIES	\$500.00	
							Check Total:	\$500.00
12244	02/22/2021	1153	GRUNDY SUPPLY	248216	10.0000.1200.415.000.078	INSTRUCTIONAL SUPPLIES	\$238.00	
12244	02/22/2021	1153	GRUNDY SUPPLY	248216	10.0000.1200.415.000.080	INSTRUCTIONAL SUPPLIES	\$59.50	
12244	02/22/2021	1153	GRUNDY SUPPLY	248217	10.0000.1200.415.000.078	INSTRUCTIONAL SUPPLIES	\$59.50	
12244	02/22/2021	1153	GRUNDY SUPPLY	248217	20.0000.2540.410.000.000	SUPPLIES/MATERIALS	\$39.95	
12244	02/22/2021	1153	GRUNDY SUPPLY	2850007	10.0000.1200.415.000.028	INSTRUCTIONAL SUPPLIES	\$196.20	
12244	02/22/2021	1153	GRUNDY SUPPLY	2850007	10.0000.1200.415.000.078	INSTRUCTIONAL SUPPLIES	\$93.83	
12244	02/22/2021	1153	GRUNDY SUPPLY	2850007	10.0000.1200.415.000.079	INSTRUCTIONAL SUPPLIES	\$31.27	
12244	02/22/2021	1153	GRUNDY SUPPLY	2850007	10.0000.1200.415.000.080	INSTRUCTIONAL SUPPLIES	\$93.83	
12244	02/22/2021	1153	GRUNDY SUPPLY	2850007	10.0000.1200.415.000.109	INSTRUCTIONAL SUPPLIES	\$31.27	
							Check Total:	\$843.35
12245	02/22/2021	1153	GSF USA, Inc.	60049	20.0000.2540.322.000.000	CUSTODIAL SERVICES	\$4,309.21	
							Check Total:	\$4,309.21
12246	02/22/2021	1153	HELM SERVICE	CHI180568	20.0000.2540.323.000.000	REPAIR/MAINTENANCE	\$485.00	
							Check Total:	\$485.00

## MID VALLEY SPECIAL EDUCATION COOP

### Disbursement Detail Listing

Bank Name: HARRIS BANK  
Bank Account: 3445079

Date Range: 02/01/2021 - 02/28/2021  
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
12247	02/22/2021	1153	ILLINOIS COMMUNICATIONS SALES, INC	1030045381	14.0000.1250.700.000.010	NON CAPITAL EQUIPMENT	\$7,245.00
12247	02/22/2021	1153	ILLINOIS COMMUNICATIONS SALES, INC	1030045381	14.0000.1250.700.000.010	NON CAPITAL EQUIPMENT	\$885.00
Check Total:							\$8,130.00
NCB	02/12/2021	1139	ILLINOIS DEPT OF REVENUE	V247046	10.0487.0000.000.000.000	SIT	\$10,957.81
NCB	02/12/2021	1139	ILLINOIS DEPT OF REVENUE	V247046	14.0487.0000.000.000.000	SIT	\$785.08
NCB	02/12/2021	1139	ILLINOIS DEPT OF REVENUE	V247046	17.0487.0000.000.000.000	SIT	\$18.14
NCB	02/26/2021	1147	ILLINOIS DEPT OF REVENUE	V993201	10.0487.0000.000.000.000	SIT	\$10,912.49
NCB	02/26/2021	1147	ILLINOIS DEPT OF REVENUE	V993201	14.0487.0000.000.000.000	SIT	\$786.01
NCB	02/26/2021	1147	ILLINOIS DEPT OF REVENUE	V993201	17.0487.0000.000.000.000	SIT	\$18.14
NCB	02/26/2021	1151	IMRF	V116587	10.0485.0000.000.000.000	IMRF	\$12,954.65
NCB	02/26/2021	1151	IMRF	V116587	14.0485.0000.000.000.000	IMRF	\$121.87
NCB	02/26/2021	1151	IMRF	V212398	10.0485.0000.000.000.000	IMRF	\$642.11
NCB	02/26/2021	1151	IMRF	V212398	14.0485.0000.000.000.000	IMRF	\$11.85
NCB	02/12/2021	1143	IMRF	V661509	10.0485.0000.000.000.000	IMRF	\$12,696.23
NCB	02/12/2021	1143	IMRF	V661509	14.0485.0000.000.000.000	IMRF	\$115.97
NCB	02/12/2021	1143	IMRF	V921703	10.0485.0000.000.000.000	IMRF	\$652.11
NCB	02/12/2021	1143	IMRF	V921703	14.0485.0000.000.000.000	IMRF	\$11.85
Check Total:							\$50,684.31
12248	02/22/2021	1153	INCLUSIVE TLC	32710	10.0000.2190.470.000.114	SOFTWARE/SUBSCRIPTIONS	\$599.00
Check Total:							\$599.00
NCB	02/26/2021	1152	ING	V137071	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$25.00
NCB	02/26/2021	1152	ING	V137071	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$25.00
NCB	02/12/2021	1144	ING	V502168	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$25.00
NCB	02/12/2021	1144	ING	V502168	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$25.00
Check Total:							\$100.00
12249	02/22/2021	1153	INK TECHNOLOGIES.COM	2146126-IN	10.0000.1200.415.000.014	INSTRUCTIONAL SUPPLIES	\$23.00
12249	02/22/2021	1153	INK TECHNOLOGIES.COM	2146126-IN	10.0000.1200.415.000.014	INSTRUCTIONAL SUPPLIES	\$23.00
12249	02/22/2021	1153	INK TECHNOLOGIES.COM	2146126-IN	10.0000.1200.415.000.014	INSTRUCTIONAL SUPPLIES	\$23.00

**MID VALLEY SPECIAL EDUCATION COOP**

**Disbursement Detail Listing**

Bank Name: HARRIS BANK  
 Bank Account: 3445079

Date Range: 02/01/2021 - 02/28/2021  
 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
12249	02/22/2021	1153	INK TECHNOLOGIES.COM	2146126-IN	10.0000.1200.415.000.014	INSTRUCTIONAL SUPPLIES	\$23.00
Check Total:							\$92.00
NCB	02/26/2021	1148	Internal Revenue Service	V310909	10.0481.0000.000.000.000	FIT	\$22,728.95
NCB	02/26/2021	1148	Internal Revenue Service	V310909	14.0481.0000.000.000.000	FIT	\$1,428.62
NCB	02/26/2021	1148	Internal Revenue Service	V310909	17.0481.0000.000.000.000	FIT	\$41.28
NCB	02/26/2021	1148	Internal Revenue Service	V370261	10.0482.0000.000.000.000	FICA SS	\$10,164.22
NCB	02/26/2021	1148	Internal Revenue Service	V370261	14.0482.0000.000.000.000	FICA SS	\$86.06
NCB	02/12/2021	1140	Internal Revenue Service	V476035	10.0482.0000.000.000.000	FICA SS	\$9,989.90
NCB	02/12/2021	1140	Internal Revenue Service	V476035	14.0482.0000.000.000.000	FICA SS	\$81.10
NCB	02/12/2021	1140	Internal Revenue Service	V629674	10.0483.0000.000.000.000	MEDICARE	\$7,315.54
NCB	02/12/2021	1140	Internal Revenue Service	V629674	14.0483.0000.000.000.000	MEDICARE	\$548.66
NCB	02/12/2021	1140	Internal Revenue Service	V629674	17.0483.0000.000.000.000	MEDICARE	\$11.82
NCB	02/12/2021	1140	Internal Revenue Service	V643383	10.0481.0000.000.000.000	FIT	\$22,460.76
NCB	02/12/2021	1140	Internal Revenue Service	V643383	14.0481.0000.000.000.000	FIT	\$1,428.73
NCB	02/12/2021	1140	Internal Revenue Service	V643383	17.0481.0000.000.000.000	FIT	\$41.28
NCB	02/26/2021	1148	Internal Revenue Service	V992741	10.0483.0000.000.000.000	MEDICARE	\$7,282.92
NCB	02/26/2021	1148	Internal Revenue Service	V992741	14.0483.0000.000.000.000	MEDICARE	\$549.70
NCB	02/26/2021	1148	Internal Revenue Service	V992741	17.0483.0000.000.000.000	MEDICARE	\$11.82
Check Total:							\$84,171.36
12250	02/22/2021	1153	JENKINS, SHARON M	REIM JANUARY MILE	10.0000.1200.332.000.132	STAFF TRAVEL	\$69.44
Check Total:							\$69.44
12251	02/22/2021	1153	KANELAND C U S D #302	FY21 EBF 2ND PYMT	11.0000.4120.662.000.000	PAYMENTS TO DISTRICTS - EBF	\$51,775.65
Check Total:							\$51,775.65
12252	02/22/2021	1153	MC SWEENEY, STEPHANIE A	REIM/TOILET PAPER	20.0000.2540.410.000.000	SUPPLIES/MATERIALS	\$35.12
Check Total:							\$35.12
12253	02/22/2021	1153	MENDEL, HEATHER M	REIMB SWIFTER	20.0000.2540.410.000.000	SUPPLIES/MATERIALS	\$30.98
Check Total:							\$30.98
NCB	02/26/2021	1152	MG TRUST COMPANY	V381952	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$600.00
NCB	02/26/2021	1152	MG TRUST COMPANY	V632909	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$373.98
NCB	02/12/2021	1144	MG TRUST COMPANY	V849935	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$373.98

## MID VALLEY SPECIAL EDUCATION COOP

### Disbursement Detail Listing

Bank Name: HARRIS BANK  
Bank Account: 3445079

Date Range: 02/01/2021 - 02/28/2021  
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	02/12/2021	1144	MG TRUST COMPANY	V914758	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$600.00
Check Total:							\$1,947.96
12221	02/12/2021	1137	MID VALLEY SPECIAL EDUCATION ASSOCIATION	V648198	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$2,263.87
12221	02/12/2021	1137	MID VALLEY SPECIAL EDUCATION ASSOCIATION	V648198	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$262.36
12221	02/12/2021	1137	MID VALLEY SPECIAL EDUCATION ASSOCIATION	V95622	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$768.74
12221	02/12/2021	1137	MID VALLEY SPECIAL EDUCATION ASSOCIATION	V95622	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$20.23
Check Total:							\$3,315.20
12224	02/26/2021	1145	MID VALLEY SPECIAL EDUCATION ASSOCIATION	V472981	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$2,263.87
12224	02/26/2021	1145	MID VALLEY SPECIAL EDUCATION ASSOCIATION	V472981	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$262.36
12224	02/26/2021	1145	MID VALLEY SPECIAL EDUCATION ASSOCIATION	V675334	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$788.09
12224	02/26/2021	1145	MID VALLEY SPECIAL EDUCATION ASSOCIATION	V675334	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$21.11
Check Total:							\$3,335.43
12254	02/22/2021	1153	MILLS, MELISSA	REIM JANUARY MILE	10.0000.2210.332.000.120	STAFF TRAVEL	\$39.98
Check Total:							\$39.98
12255	02/22/2021	1153	Mittman, Valerie	REIM BOOM CARD-JAN	10.0000.1200.415.000.014	INSTRUCTIONAL SUPPLIES	\$12.50
12255	02/22/2021	1153	Mittman, Valerie	REIM BOOM CARD-JAN	10.0000.1200.415.000.028	INSTRUCTIONAL SUPPLIES	\$12.50
Check Total:							\$25.00
NCB	02/12/2021	1138	MVSE - DIRECT DEPOSIT	V17890	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$610.00
NCB	02/12/2021	1138	MVSE - DIRECT DEPOSIT	V316519	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$1,161.00
NCB	02/26/2021	1150	MVSE - DIRECT DEPOSIT	V408125	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$1,293.67
NCB	02/26/2021	1146	MVSE - DIRECT DEPOSIT	V447338	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$176,922.99
NCB	02/26/2021	1146	MVSE - DIRECT DEPOSIT	V447338	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$12,222.71
NCB	02/26/2021	1146	MVSE - DIRECT DEPOSIT	V447338	17.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$300.54

## MID VALLEY SPECIAL EDUCATION COOP

### Disbursement Detail Listing

Bank Name: HARRIS BANK  
 Bank Account: 3445079

Date Range: 02/01/2021 - 02/28/2021  
 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	02/12/2021	1138	MVSE - DIRECT DEPOSIT	V497921	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$177,987.78	
NCB	02/12/2021	1138	MVSE - DIRECT DEPOSIT	V497921	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$12,189.21	
NCB	02/12/2021	1138	MVSE - DIRECT DEPOSIT	V497921	17.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$300.54	
NCB	02/26/2021	1146	MVSE - DIRECT DEPOSIT	V574164	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$610.00	
NCB	02/26/2021	1146	MVSE - DIRECT DEPOSIT	V875723	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$1,161.00	
NCB	02/12/2021	1142	MVSE - DIRECT DEPOSIT	V920423	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$1,393.67	
							Check Total:	\$386,153.11
12222	02/12/2021	1137	NCPERS - IL IMRF	V530106	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$24.00	
							Check Total:	\$24.00
12225	02/26/2021	1145	NCPERS - IL IMRF	V102692	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$24.00	
							Check Total:	\$24.00
12256	02/22/2021	1153	NCS PEARSON	13715408	10.0000.2139.418.000.130	EQUIPMENT <\$500	\$243.38	
							Check Total:	\$243.38
12215	02/08/2021	1136	NICOR GAS.	12/23-1/25 444051100	20.0000.2540.465.000.000	NATURAL GAS	\$3,858.76	
12215	02/08/2021	1136	NICOR GAS.	12/28-1/26 193590952	20.0000.2540.465.000.078	NATURAL GAS - SHELBY	\$101.92	
12215	02/08/2021	1136	NICOR GAS.	12/28-1/26 270819316	20.0000.2540.465.000.078	NATURAL GAS - SHELBY	\$123.82	
							Check Total:	\$4,084.50
12257	02/22/2021	1153	NORTHWESTERN IL ASSOC	210148	10.0000.1200.314.000.131	CONSULTANTS	\$367.00	
12257	02/22/2021	1153	NORTHWESTERN IL ASSOC	210148	10.0000.1200.314.000.131	CONSULTANTS	\$496.13	
12257	02/22/2021	1153	NORTHWESTERN IL ASSOC	210148	10.0000.1200.314.000.132	CONSULTANTS	\$3,144.00	
							Check Total:	\$4,007.13
12258	02/22/2021	1153	OFFICE DEPOT	V514317	10.0000.2320.410.000.140	SUPPLIES/MATERIALS	\$5.44	
12258	02/22/2021	1153	OFFICE DEPOT	V514317	10.0000.2320.410.000.140	SUPPLIES/MATERIALS	\$8.98	
12258	02/22/2021	1153	OFFICE DEPOT	V514317	10.0000.2320.410.000.140	SUPPLIES/MATERIALS	\$15.41	
							Check Total:	\$29.83
12259	02/22/2021	1153	PROSHRED	990077517	20.0000.2540.321.000.000	GARBAGE/RECYCLE	\$76.30	
							Check Total:	\$76.30
12260	02/22/2021	1153	PUCCI, SAMANTHA	BOOK STIPEND JANUARY	10.0000.2139.314.000.130	CONSULTANTS	\$100.00	
							Check Total:	\$100.00

**MID VALLEY SPECIAL EDUCATION COOP**

**Disbursement Detail Listing**

**Bank Name:** HARRIS BANK  
**Bank Account:** 3445079

**Date Range:** 02/01/2021 - 02/28/2021  
**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	
12216	02/08/2021	1136	PURCHASE POWER - PITNEY BOWES	REFILL 2/1/2021	10.0000.2320.340.000.140	POSTAGE	\$500.00	
							Check Total:	\$500.00
12261	02/22/2021	1153	PushCoin	202101	10.0000.2560.315.000.220	FOOD SERVICE	\$10.00	
							Check Total:	\$10.00
12262	02/22/2021	1153	QUEST FOOD MANAGEMENT SERVICES	IN109231	10.0000.2560.315.000.220	FOOD SERVICE	\$3,795.05	
							Check Total:	\$3,795.05
12217	02/08/2021	1136	RICOH USA, INC 1	5061294994	14.0000.1250.323.000.010	REPAIR AND MAINTENANCE	\$440.10	
12217	02/08/2021	1136	RICOH USA, INC 1	5061321848	10.0000.2320.323.000.140	COPIER MAINT	\$214.09	
12217	02/08/2021	1136	RICOH USA, INC 1	5061321848	10.0000.2410.323.000.140	COPIER MAINT	\$3.81	
12217	02/08/2021	1136	RICOH USA, INC 1	5061321848	14.0000.1250.323.000.010	REPAIR AND MAINTENANCE	\$118.23	
							Check Total:	\$776.23
12263	02/22/2021	1153	SCHOOL HEALTH	385500-13-1	20.0000.2540.323.000.000	REPAIR/MAINTENANCE	(\$107.60)	
12263	02/22/2021	1153	SCHOOL HEALTH	3869032-00	20.0000.2540.323.000.000	REPAIR/MAINTENANCE	\$439.00	
12263	02/22/2021	1153	SCHOOL HEALTH	3869032-00	20.0000.2540.323.000.000	REPAIR/MAINTENANCE	\$439.00	
							Check Total:	\$770.40
12264	02/22/2021	1153	SCHOOL SPECIALITY, INC.	208126875494	10.0000.1200.415.000.080	INSTRUCTIONAL SUPPLIES	\$75.40	
							Check Total:	\$75.40
NCB	02/12/2021	1144	SECURITY BENEFITS	V293488	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$1,679.50	
NCB	02/12/2021	1144	SECURITY BENEFITS	V293488	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$87.50	
NCB	02/26/2021	1152	SECURITY BENEFITS	V888962	10.0489.0000.000.000.000	DIRECT DEPOSIT	\$1,679.50	
NCB	02/26/2021	1152	SECURITY BENEFITS	V888962	14.0489.0000.000.000.000	OTHER VOLUNTARY DEDUCTIONS	\$87.50	
							Check Total:	\$3,534.00
12265	02/22/2021	1153	SMITH, YOLANDA	REIM JAN MILEAGE	10.0000.1200.332.000.132	STAFF TRAVEL	\$114.24	
							Check Total:	\$114.24
12266	02/22/2021	1153	STERICYCLE INC	4009878261	20.0000.2540.321.000.000	GARBAGE/RECYCLE	\$31.50	
							Check Total:	\$31.50
12267	02/22/2021	1153	SYCAMORE CUSD #427	FY21 EBF 2ND PYMT	11.0000.4120.662.000.000	PAYMENTS TO DISTRICTS - EBF	\$1,813.98	
							Check Total:	\$1,813.98

## MID VALLEY SPECIAL EDUCATION COOP

### Disbursement Detail Listing

Bank Name: HARRIS BANK  
Bank Account: 3445079

Date Range: 02/01/2021 - 02/28/2021  
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	02/12/2021	1141	TRS	V139438	10.0484.0000.000.000.000	TRS	\$37.20
NCB	02/12/2021	1141	TRS	V193555	10.0484.0000.000.000.000	TRS	\$577.25
NCB	02/26/2021	1149	TRS	V197177	10.0484.0000.000.000.000	TRS	\$37.20
NCB	02/12/2021	1141	TRS	V280073	10.0484.0000.000.000.000	TRS	\$14,906.84
NCB	02/12/2021	1141	TRS	V280073	14.0484.0000.000.000.000	TRS	\$1,725.02
NCB	02/12/2021	1141	TRS	V280073	17.0484.0000.000.000.000	TRS	\$36.73
NCB	02/26/2021	1149	TRS	V566773	10.0484.0000.000.000.000	TRS	\$3,613.23
NCB	02/26/2021	1149	TRS	V566773	14.0484.0000.000.000.000	TRS	\$414.00
NCB	02/26/2021	1149	TRS	V566773	17.0484.0000.000.000.000	TRS	\$8.81
NCB	02/26/2021	1149	TRS	V570768	10.0484.0000.000.000.000	TRS	\$14,668.98
NCB	02/26/2021	1149	TRS	V570768	14.0484.0000.000.000.000	TRS	\$1,725.02
NCB	02/26/2021	1149	TRS	V570768	17.0484.0000.000.000.000	TRS	\$36.73
NCB	02/26/2021	1149	TRS	V579191	10.0484.0000.000.000.000	TRS	\$577.25
NCB	02/12/2021	1141	TRS	V643403	10.0484.0000.000.000.000	TRS	\$3,670.30
NCB	02/12/2021	1141	TRS	V643403	14.0484.0000.000.000.000	TRS	\$414.00
NCB	02/12/2021	1141	TRS	V643403	17.0484.0000.000.000.000	TRS	\$8.81
NCB	02/26/2021	1149	TRS	V762041	10.0484.0000.000.000.000	TRS	\$138.54
NCB	02/26/2021	1149	TRS	V809273	10.0484.0000.000.000.000	TRS	\$970.15
NCB	02/26/2021	1149	TRS	V809273	14.0484.0000.000.000.000	TRS	\$111.17
NCB	02/26/2021	1149	TRS	V809273	17.0484.0000.000.000.000	TRS	\$2.37
NCB	02/12/2021	1141	TRS	V842318	10.0484.0000.000.000.000	TRS	\$138.54
NCB	02/12/2021	1141	TRS	V885903	10.0484.0000.000.000.000	TRS	\$985.45
NCB	02/12/2021	1141	TRS	V885903	14.0484.0000.000.000.000	TRS	\$111.17
NCB	02/12/2021	1141	TRS	V885903	17.0484.0000.000.000.000	TRS	\$2.37
Check Total:							\$44,917.13
12268	02/22/2021	1153	UNIQUE PRODUCTS	407252	20.0000.2540.410.000.000	SUPPLIES/MATERIALS	\$272.00
Check Total:							\$272.00
12218	02/08/2021	1136	VERIZON WIRELESS_4469	9872099301	10.0000.2320.341.000.140	TELEPHONE	\$1,108.87
Check Total:							\$1,108.87
12219	02/08/2021	1136	WASTE MANAGEMENT	4057221-2011-1	20.0000.2540.321.000.000	GARBAGE/RECYCLE	\$266.49
Check Total:							\$266.49

**MID VALLEY SPECIAL EDUCATION COOP**

**Disbursement Detail Listing**

**Bank Name:** HARRIS BANK  
**Bank Account:** 3445079

**Date Range:** 02/01/2021 - 02/28/2021  
**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
<b>Bank Total:</b>							<b>\$1,051,383.11</b>

<u>Fund</u>	<u>Amount</u>
10	\$713,194.65
11	\$264,317.99
14	\$61,653.51
17	\$1,124.50
20	\$11,092.46
<hr/>	
Fund Totals:	\$1,051,383.11

**End of Report**

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Disbursements Grand Total: \$1,051,383.11

#### 4.3. Approval of Payroll, February, 2021

# MID VALLEY SPECIAL EDUCATION COOP

## Payroll Journal Totals

Fiscal Year: 2020-2021

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

Semi-Monthly	15	01/16/2021	01/31/2021	02/12/2021
Semi-Monthly	16	02/01/2021	02/15/2021	02/26/2021

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

GROSS PAY:	543,234.77			
OVERTIME:	0.00			
American Funds	673.98	73.98	23,229.94	MG TRUST COMPANY
American Funds - Roth 403b	1,200.00	0.00	2,287.04	MG TRUST COMPANY
Axa Equitable	401.90	98.10	14,525.68	AXA EQUITABLE
BCBS CDHP Employee	28.96	653.80	7,006.64	CUSD #303 EMP HEALTH FUND
BCBS CDHP Employee + Child(ren)	161.04	2,076.64	4,083.96	CUSD #303 EMP HEALTH FUND
BCBS CDHP Employee + Spouse	249.04	2,478.74	5,437.86	CUSD #303 EMP HEALTH FUND
BCBS CDHP Employee + Spouse + Child(ren)	588.00	5,624.05	11,664.44	CUSD #303 EMP HEALTH FUND
BCBS HMOI Employee	1,540.32	7,845.60	38,798.48	CUSD #303 EMP HEALTH FUND
BCBS HMOI Employee + Child(ren)	2,492.40	10,383.20	43,367.66	CUSD #303 EMP HEALTH FUND
BCBS HMOI Employee + Spouse	0.00	1,567.06	9,808.44	CUSD #303 EMP HEALTH FUND
BCBS HMOI Employee + Spouse + Child(ren)	2,386.00	11,844.60	25,430.22	CUSD #303 EMP HEALTH FUND
BCBS PPO Employee	2,630.40	20,921.60	110,528.74	CUSD #303 EMP HEALTH FUND
BCBS PPO Employee + Child(ren)	3,659.04	24,194.54	118,808.00	CUSD #303 EMP HEALTH FUND
BCBS PPO Employee + Spouse	1,670.06	10,153.46	24,587.12	CUSD #303 EMP HEALTH FUND
BCBS PPO Employee + Spouse + Child(ren)	3,884.40	22,927.80	39,156.14	CUSD #303 EMP HEALTH FUND
Dental Family	4,301.71	917.76	212,845.16	CUSD #303 EMP HEALTH FUND
Dental Single	1,733.10	270.00	169,486.08	CUSD #303 EMP HEALTH FUND
Direct Deposit Net Pay	379,923.77	0.00	0.00	MVSE - DIRECT DEPOSIT
Direct Deposit Other Checking	1,220.00	0.00	19,486.74	MVSE - DIRECT DEPOSIT
Direct Deposit Other Savings	2,322.00	0.00	21,326.44	MVSE - DIRECT DEPOSIT
FED TAX W/H	48,129.62	0.00	490,242.39	Internal Revenue Service
FICA - SOC SEC	10,160.64	10,160.64	163,881.62	Internal Revenue Service
Flex Spending Dependent Care	416.68	0.00	4,619.16	CUSD #303 EMP HEALTH FUND
Flex Spending Medical	3,300.84	0.00	133,984.60	CUSD #303 EMP HEALTH FUND
Health Savings Account	2,687.34	0.00	28,799.46	MVSE - DIRECT DEPOSIT
ILLINOIS STATE TAX W/H	23,477.67	0.00	488,707.37	ILLINOIS DEPT OF REVENUE
IMRF	7,990.29	17,898.43	177,562.14	IMRF
IMRF Additional	1,317.92	0.00	13,179.08	IMRF
Ing	100.00	0.00	6,303.84	ING
Life Insurance	0.00	605.41	507,468.58	CUSD #303 EMP HEALTH FUND
Life Insurance Over \$50K	285.76	0.00	55,214.74	CUSD #303 EMP HEALTH FUND
Long Term Disability	0.00	112.08	55,214.74	CUSD #303 EMP HEALTH FUND
MEDICARE	7,860.23	7,860.23	542,081.58	Internal Revenue Service
MVSEA CERTIFIED UNION DUES	5,052.46	0.00	336,302.36	MID VALLEY SPECIAL EDUCATION ASSOCIATION
MVSEA NON-CERT UNION DUES	1,598.17	0.00	75,003.82	MID VALLEY SPECIAL EDUCATION ASSOCIATION
Security Benefits	3,534.00	0.00	39,720.14	SECURITY BENEFITS
THIS (24 Pays)	4,666.74	3,462.41	376,345.00	TRS
THIS (24 Pays) 100% Board Paid	0.00	277.08	12,827.84	TRS

Item	Amount	Match-Amount	Wage Basis	Payee
TRS (24 Pays ) 9% Board Paid	0.00	1,154.50	12,827.84	TRS
TRS (24 Pays)	3,677.68	29,421.64	369,728.34	TRS
TRS Employer (24 Pays)	0.00	2,182.68	376,345.00	TRS
TRS Employer Ex Dir (24 Pays)	0.00	74.40	12,827.84	TRS
Vision Family	0.00	934.75	282,343.84	CUSD #303 EMP HEALTH FUND
Vision Single	0.00	309.44	156,333.86	CUSD #303 EMP HEALTH FUND
Voluntary Life Insurance	48.00	0.00	12,712.86	NCPERS - IL IMRF
Deductions Total:	535,370.16	196,484.62		
Employee Net:	7,864.61			
Bank Acct Total:	739,719.39			

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Grand Total: 739,719.39

**End of Report**

4.4. Approval of the Financial Report, February,  
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

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MEMO TO: Executive Advisory Board

FROM: Nancy Sporer  
Director of Business & Human Resources

DATE: March 3, 2021

RE: **MONTHLY FINANCIAL REPORT – February 2021**

Attached for your review is the financial report for the month ending February 28, 2021.

Revenue received to date is 50.84% of the budget compared to 69.82% at this same time period last year.

Currently there are no areas of concern within the revenue budgets.

Actual expenditures to date are 40.99% of the budget compared to 45.45% at this same time period last year. When looking at the month to date expenditures, we spent approximately \$16,764 less this month than in February 2020.

Currently, there are no areas of concern within the expenditure budgets.

Current cash balances as of February 28, 2021 are \$2,595,029.

Please feel free to call me at 331-228-4928 should you have questions or concerns.

**Mid-Valley Special Education  
Financial Summary  
February 28, 2021**

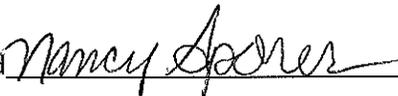
	PRIOR YEAR				CURRENT YEAR							
	Adopted Budgeted Amount 2019-20	Month to Date 2019-20	Received to Date 2019-20	% of Actual Received 2019-20	Adopted Budgeted Amount 2020-21	Month to Date 2020-21	Received to Date 2020-21	% of Budget Received 2020-21				
<b>Revenues</b>												
Tuition (including ESY)	9,212,483	0	7,457,089	80.95%	9,515,061	0	6,837,050	71.86%				
Earnings on Investments (Prior Month)	15,000	4,378	24,143	160.95%	15,000	517	4,910	32.73%				
Other local/Refund of Prior Year	27,000	251,357	442,505	1638.91%	12,000	0	28,049	233.74%				
Professional Development (IDEA)	103,320	0	480,751	465.30%	96,700	0	96,700	100.00%				
State Sources	1,054,170	88,106	644,694	61.16%	1,049,670	48,900	603,516	57.50%				
ALOP	375,000	45,642	540,620	144.17%	500,000	45,642	319,495	63.90%				
Fed Grant (DORS & Medicaid)	105,000	56,557	101,050	96.24%	95,500	17,675	96,577	101.13%				
On-Behalf TRS	3,000,000	0	0	0.00%	4,500,000	0	0	0.00%				
O&M Fund	345,518	0	249,652	72.25%	268,757	0	174,411	64.90%				
<b>Total</b>	<b>14,237,491</b>	<b>446,040</b>	<b>9,940,504</b>	<b>69.82%</b>	<b>16,052,688</b>	<b>112,734</b>	<b>8,160,707</b>	<b>50.84%</b>				
	PRIOR YEAR				CURRENT YEAR							
<b>Expenditures</b>	Adopted Budget Amount 2019-20	Expended Month to Date 2019-20	Expended Year to Date 2019-20	% of Actual Expended 2019-20	Adopted Budgeted Amount 2020-21	Expended Month to Date 2020-21	Expended Year to Date 2020-21	% of Budget Expended 2020-21	Expended & Encumbered Year to Date 2020-21	Budget Balance 2020-21	% of Budget Expended & Encumbered 2020-21	
Programs (including ESY, SafeSchools, & MV PD)	6,132,778	515,633	3,487,807	56.87%	6,272,197	473,076	3,236,309	51.60%	5,702,769	569,428	90.92%	
Payments to Districts (EBF, Tuition refunds)	969,170	264,319	607,236	62.66%	1,044,170	264,318	885,830	84.84%	885,830	158,340	84.84%	
ALOP	411,972	32,690	208,322	50.57%	563,185	54,976	317,837	56.44%	545,409	17,776	96.84%	
Student Support	1,461,986	122,930	805,689	55.11%	1,634,631	138,059	884,485	54.11%	1,561,872	72,759	95.55%	
Instructional Support	534,684	28,190	233,035	43.58%	428,835	29,009	273,551	63.79%	407,494	21,341	95.02%	
Executive & General Administration	1,175,138	87,343	690,214	58.73%	1,222,323	86,552	696,536	56.98%	1,070,682	151,641	87.59%	
Board of Ed Services	186,245	6,375	175,959	94.48%	155,456	0	116,669	75.05%	116,669	38,788	75.05%	
Contingency	20,000	0	0	0.00%	20,000	0	0	0.00%	0	20,000	0.00%	
On-Behalf TRS	3,000,000	0	0	0.00%	4,500,000	0	0	0.00%	0	4,500,000	0.00%	
O&M Fund	345,518	16,365	262,558	75.99%	268,757	11,092	192,377	71.58%	192,377	76,380	71.58%	
<b>Total</b>	<b>14,237,491</b>	<b>1,073,845</b>	<b>6,470,820</b>	<b>45.45%</b>	<b>16,109,554</b>	<b>1,057,081</b>	<b>6,603,593</b>	<b>40.99%</b>	<b>10,483,102</b>	<b>5,626,452</b>	<b>65.07%</b>	
Excess (deficiency) of rev. over exp.	-		3,469,684		(56,866)		1,557,115					
Beginning Fund Balance			132,186	<i>Audited</i>			890,951	<i>Audited</i>				
Current liabilities			9,418				146,964					
Ending Fund Balance			<u>3,611,288</u>				<u>2,595,029</u>					
Cash Balance @ End of Month			<u>3,611,288</u>				<u>2,595,029</u>					

#### 4.5. Approval of Treasurer's Report, February, 2021

**MID VALLEY SPECIAL EDUCATION COOPERATIVE**  
**Treasurer's Report Summary**  
**February 28, 2021**

<b>Education Fund (10, 11, 14, 17)</b>	
Beginning Fund Balance:	2,982,655.78
Prior Period Adjustments:	42,411.06
Current Revenues:	112,217.12
Current Expenditures:	1,045,988.56
Ending Fund Balance:	2,091,295.40

<b>Operation and Maintenance Fund (20)</b>	
Beginning Fund Balance:	367,862.80
Prior Period Adjustments:	0.00
Current Revenues:	0.00
Current Expenditures:	11,092.46
Ending Fund Balance:	356,770.34

Respectfully submitted , Director of Business & Human Resources/CSBO

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 a "Prior Period Adjustments" on the Treasurer's report

5. **Information**

5.1. Student and Staff Enrollment, February, 2021



**STAFF PROFILE**  
**February 28, 2021**

ADMINISTRATION	FTE	CERTIFIED STAFF	FTE	LICENSED STAFF	FTE	UNFILLED AT THIS TIME	SUPPORT STAFF	FTE	FTE UNFILLED AT THIS TIME
Executive Director	1.00	Adapted PE	2.00	OT	3.85		1:1 Assistants	13.00	2.00
Director of Bus/HR	1.00	HI Teachers	4.00	PT	1.80		Teaching Assistants	47.00	0.80
Principal	1.00	Instructional Facilitator	1.00	Certified School Nurse	1.00		Job Coaches	5.00	2.20
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	2.00	MV Assistants	2.00	
		Teachers	31.80	Asst.Tech Specialist	0.75		HR-Payroll/PD Assistant	0.80	
		Vocational Specialists	4.00						
		Social Workers	5.40						
		Behavior Coach	1.00						
		Elective Teacher	1.00						
<b>Total</b>	<b>6.45</b>	<b>Total</b>	<b>56.40</b>	<b>Total / Unfilled</b>	<b>14.40</b>	<b>2.00</b>	<b>Total / Unfilled</b>	<b>68.30</b>	<b>5.00</b>
<b>TOTAL FTE UNFILLED POSITIONS AT THIS TIME</b>									<b>7.00</b>
<b>TOTAL MID-VALLEY STAFF IN BUDGET / TOTAL FTE FILLED POSITIONS</b>								<b>145.55</b>	<b>138.55</b>

**February 29, 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	12.00
Director of Bus/HR	1.00	HI Teachers	4.00	PT	1.80	Teaching Assistants	50.00
Principal	1.00	Instructional Coach	1.00	Certified Nurse - Contracted	1.00	Job Coaches	5.50
Program Supervisors	2.45	Psychologist	0.60	LPN 1:1	1.00	MJC Assistant	1.00
Dir. of Prof Learning	1.00	Speech Pathologist	6.00	CNA 1:1	1.00	MV Assistants	2.50
		Teachers	31.80	Registered Nurses	4.00	HR-Payroll/PD Assistant	0.80
		Vocational Specialists	4.00	Asst.Tech Specialist	0.50		
		Social Workers	5.40	O & M Vision Specialist	1.00		
		Behavior Coach	1.00				
		Elective Teacher	1.00				
<b>Total</b>	<b>6.45</b>	<b>Total</b>	<b>56.80</b>	<b>Total</b>	<b>13.90</b>	<b>Total</b>	<b>71.80</b>
<b>TOTAL MID-VALLEY STAFF</b>							<b>148.95</b>

**Mid-Valley Enrollment-Staffing Profile  
February 2021**

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 D131	1	1			
New Pathways	Fabyan K-2	4		3			1							1	1	1	D301 1	
New Pathways	Fabyan 3-5	7		2		2	3							1	2			
New Pathways	Norton Creek 3-5	6				3	3							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 (Giесе)	7		3		3	1							1	2	1	D303 1	
New Pathways	GMS-S 6-8 (Asencio)	7		3	1	2	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	9	1	1	2	2	3					D301 +1 D303 +1 D302 -1		1	1	5	D302 2 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	5	1		2	2								1	2			
New Directions	MJC 4-5	5	1		1	1	1	1						1	1			
New Directions	MJC 6-7	7	1	2	1	3							D301 +1	1	1			
New Directions	MJC 7-8	5		1		2	1				1		D304 +1	1	1			
New Directions (Denslow)	MJC 9-12	6			3	1	1				1		D428 +1 D427 -1	1	1			
New Directions (Barry)	MJC 9-12	9			2	4	2			1				1	2			
New Directions (Arlington)	MJC 9-12	5			2				1		2			1	2			1
Safe Schools	MJC 9-12	1		1									D302 -1	1				
Transition	Shelby	15	7	1	3	2	2						D301 -1	2	3	3	D101 2 D302 1	
Transition	12+	17	1	3	5		8							1.8				
Transition	ECC	10		6	1	3								1	1			
Transition	WCC	18	5		8		5							2	2	1	D302 1 D304 1	
CSN																		1
<b>Totals</b>		<b>205</b>	<b>21</b>	<b>43</b>	<b>51</b>	<b>37</b>	<b>45</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>4</b>	<b>1</b>	<b>2</b>	<b>31.8</b>	<b>47</b>	<b>15</b>		<b>5</b>

**Mid-Valley Enrollment-Staffing Profile  
February 2021**

	HEARING	STUDENT	101	301	302	303	304	33				NET CHANGE	REFERRALS	TEACHER	ASSIST	
	HI Students	69	12	9	6	23	18	1							4	
<b>Total Students with Hearing Services</b>		<b>69</b>	<b>12</b>	<b>9</b>	<b>6</b>	<b>23</b>	<b>18</b>	<b>1</b>								
	HI Days	317.31	60.56	34.44	20.46	95.37	106.48	1								
<b>Total Minutes with Hearing Services</b>		<b>317.31</b>	<b>60.56</b>	<b>34.44</b>	<b>20.46</b>	<b>95.37</b>	<b>106.48</b>					<b>317.31</b>				
	HI	15	2	2	3	8										

Hearing Services

**Mid-Valley Enrollment-Staffing Profile  
February 2020**

PROGRAM	LOCATION	STUDENTS	101	301	302	303	304	25	131	427	428	129	U46	NET CHANGE	REFERRALS	TEACHER	ASSIST	1-1 Asst	DISTRICT	RN
Little Hands & Voices	Fabyan	8				4	1		2		1					1	2			
New Pathways	Fabyan K-2	5		3			2									1	2	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	7		4	3									D303 -1		1	2			
New Pathways	GMS-S 6-8 (Giese)	6		3		2	1							D303 -1		1	2	1	D303 1	
New Pathways	GMS-S 6-8 (Asencio)	7			1	3	3									1	3			
New Pathways	GHS 9-12	8				3	5									1	3			
New Pathways	CHS 9-12	5		3	2											1	2			
ELS	Blackberry Creek K-2	7		2	2		3									1	3			
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	1
ELS	GHS 9-12	6	1	2	1		2									1	3			
ABLE	Mill Creek K-6	8	1		3	1	3									1	1	4	D302 2 D303 1	1
ABLE	BHS 9-12	5	1	2			2									1	2			1
New Directions	MJC K-2	5			3	1				1				D302 +1		1	1			
New Directions	MJC K-3	5	1		1	2					1					1	2			
New Directions	MJC 4-5	6	1	1		3		1						D101 +1 D302 -1		1	1			
New Directions	MJC 6-7	3			1	2										1	1			
New Directions	MJC 7-8	5		1	3	1										1	1			
New Directions (Denslow)	MJC 9-12	11	1		3	4	1			1	1					1	1			
New Directions (Barry)	MJC 9-12	9	1			5	2				1			D303 -2		1	2			
New Directions (Clark)	MJC 9-12	11	1		4	5					1			D302 +1		1	2			1
Safe Schools	MJC 9-12	3			1	1	1									1				
Transition	Shelby	10	3	3	1	1	2							D304 -1		1	2	2	D101 2	
Transition	12+	15	4	2	2	1	6									1.8				
Transition	ECC	13		5	1	7								D303 -1		2	2			
Transition	WCC	15	2		7		6									2	2			
<b>Totals</b>		<b>218</b>	<b>18</b>	<b>41</b>	<b>48</b>	<b>53</b>	<b>48</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>5</b>	<b>0</b>		<b>-4</b>	<b>1</b>	<b>31.8</b>	<b>51</b>	<b>12</b>		<b>4</b>

**Mid-Valley Enrollment-Staffing Profile  
February 2020**

	RELATED SERVICE	STUDENT	101	301	302	303	304	25	131	427	428	129	U46	NET CHANGE	REFERRALS	TEACHER	ASSIST
	VI Students	0															
	HI Students	65	12	6	7	19	21									4	
	OT Students	115	7	29	25	24	28			1	1					3.6	
	PT Students	44	4	9	10	5	16									1.8	
	O&M Students	11			3	5	3							D302 +1		1	
<b>Total Students with Related Services</b>		<b>235</b>	<b>23</b>	<b>44</b>	<b>45</b>	<b>53</b>	<b>68</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>					
	VI Days	0															
	HI Days	323.77	54.17	22.69	20.37	98.77	127.77										
	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	22.49	0		9.02	6.99	6.48										
<b>Total Minutes with Related Services</b>		<b>863.36</b>	<b>83.67</b>	<b>146.79</b>	<b>149.09</b>	<b>177.36</b>	<b>299.05</b>	<b>0.00</b>		<b>3.20</b>	<b>4.20</b>						
	<b>Non-IEP Students</b>																
	VI																
	HI	15	2	2	3	8											

Student Related Services

5.2. Finance Committee Meeting Minutes, February 22,  
2021



**MID-VALLEY SPECIAL  
EDUCATION COOPERATIVE**

2021-22 PRELIMINARY BUDGET

PRESENTED TO THE

**FINANCE COMMITTEE**

February 22, 2021

## Agenda

Topic	Notes	Follow-up
Updates/Celebrations from the Districts	It's 222 day!	
Preliminary Budget		
Updates on Capital Projects		
Medicaid	<p>From Seth: Medicaid - I feel like we as member districts have to continually follow up with Steve to get updated reports. Is it possible to just get quarterly updates emailed? Should those go through the cooperative or is best that they be done directly to districts. I realize too that there are upcoming legislative considerations that may increase revenue for all districts in Illinois and I think having an update on what we should be considering/doing this spring would be helpful.</p> <p><a href="#">Update from Steve Koruna</a></p>	<p>Lisa P. has sent an email to Steve Koruna for guidance on this.</p> <p><a href="#">FFS Link</a></p>
Rental Agreements	<p>From Seth: Can you remind me of the process for how much districts receive when they host a MV classroom? How often and how is that amount calculated or determined?</p> <p>Answer: Districts are paid \$6.00 per square foot for the room that they lease to us. They are paid in 2 installments- January &amp; June via check to the districts. It's typically about \$5,000.00 per classroom per year.</p>	<p>Consider putting a process in place for re-evaluating the cost of renting a district space.</p>
EBF	<p>From Seth: I cannot recall the process for how EBF money is distributed to member districts. Is this money 100% passed through (MV doesn't hold any funds back) and are we required to code these funds to special education function or some sub account to reflect this? I want to ensure we are appropriately reviewing and understanding the amounts that we receive.</p> <p>Answer: EBF for Mid-Valley is the amount we used to get for personnel. The annual amount we receive is \$969,170. We send 100% to the districts quarterly and do not hold any of the funds for Mid-Valley. The districts are issued a quarterly check based on a percentage of the previous year's tuition.</p>	<p>D302: Uses the same EBF function-3001, but uses Special Ed as the location. All seem to follow a similar process.</p> <p>D301: Has a special Mid-Valley revenue account.</p>

## EBF Data from 2018-19

Mid-Valley Special Education							
2019-2020 Evidence Based Funding							
Based on Tuition paid for 2018-2019 School Year							
			1st Qtr FY20	2nd Qtr FY20	3rd Qtr FY20	4th Qtr FY20	Total YTD
			Reimbursement	Reimbursement	Reimbursement	Reimbursement	Reimbursement
Total Tuition	\$9,249,466.00		\$264,319.20	\$264,319.20	\$264,319.20	\$176,212.80	\$969,170.40
	<b>2019</b>	<b>%</b>					
Batavia 101	912,166	9.862%	\$26,066.69	\$26,066.69	\$26,066.69	\$17,378.46	\$95,578.53
Central 301	1,655,850	17.902%	\$47,318.73	\$47,318.73	\$47,318.73	\$31,545.97	\$173,502.16
Kaneland 302	1,617,213	17.484%	\$46,214.61	\$46,214.61	\$46,214.61	\$30,809.40	\$169,453.22
St. Charles 303	2,231,520	24.126%	\$63,769.47	\$63,769.47	\$63,769.47	\$42,513.45	\$233,821.87
Geneva 304	2,378,575	25.716%	\$67,971.82	\$67,971.82	\$67,971.82	\$45,315.23	\$249,230.69
Benjamin 25	12,713	0.137%	\$363.30	\$363.30	\$363.30	\$241.41	\$1,331.30
West Aurora 129	0	0.000%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
East Aurora 131	48,570	0.525%	\$1,387.97	\$1,387.97	\$1,387.97	\$925.12	\$5,089.03
Sycamore 427	135,703	1.467%	\$3,877.94	\$3,877.94	\$3,877.94	\$2,585.04	\$14,218.87
DeKalb 428	257,156	2.780%	\$7,348.67	\$7,348.67	\$7,348.67	\$4,898.72	\$26,944.73
	\$9,249,466.00	100.00%	\$264,319.20	\$264,319.20	\$264,319.20	\$176,212.80	\$969,170.40
	DATE RECEIVED		8/15/2019	11/14/2019	2/19/2020	5/13/2020	
	Amount		\$ 44,053.20	\$ 44,053.20	\$ 44,053.20	\$ 44,053.20	
	DATE RECEIVED		8/27/2019	11/27/2019	2/26/2020	5/27/2020	
	Amount		\$ 44,053.20	\$ 44,053.20	\$ 44,053.20	\$ 44,053.20	
	DATE RECEIVED		9/13/2019	12/16/2019	3/31/2020	6/18/2020	
	Amount		\$ 44,053.20	\$ 44,053.20	\$ 44,053.20	\$ 44,053.20	
	DATE RECEIVED		9/26/2019	12/17/2019	3/31/2020	6/25/2020	
	Amount		\$ 44,053.20	\$ 44,053.20	\$ 44,053.20	\$ 44,053.20	
	DATE RECEIVED		10/17/2019	1/16/2020	4/17/2020		
	Amount		\$ 44,053.20	\$ 44,053.20	\$ 44,053.20		
	DATE RECEIVED		10/23/2019	1/24/2020	4/24/2020		
	Amount		\$ 44,053.20	\$ 44,053.20	\$ 44,053.20		
	Check Date		11/1/2019	2/7/2020	5/15/2020	7/10/2020	
11.0000.4120.662. 000.000				\$			
	<b>TOTAL</b>		\$ 264,319.20	264,319.20	\$ 264,319.20	\$ 176,212.80	\$ 969,170.40

## Preliminary Budget

### GENERAL ASSUMPTIONS/STATEMENTS

Salaries: Salary increase overall: 2.85%

Benefits: Health benefits increased by 6%, New Rates January 2022

TRS: 10.00%; IMRE: 10.09%, New Rate in January 2022

Total staff in retirement track: 2021-2022: 0

### ADMINISTRATION

- Personnel: Executive Director, Executive Administrative Assistant, Director of Business & HR, Administrative Assistant to Business, Administrative Assistant to HR/Payroll .80 FTE
- Distributed to all budgets based on FTE
- 3.50% Increase over FY21
- 2 Retirees in 2020-2021, post retirement severances: \$22,900
- D303 Fees: Budgeted for Increase of 3%, Increase 2,874; will work with D303 on getting final number
- Audit 2.50% increase, \$490 increase

### IMPROVEMENT OF INSTRUCTION

- Personnel: Instructional Facilitator .50 FTE Salary and Benefits, .50 Paid from ALOP funds
- 1.01% increase (salary & benefits only)
- Stipends for mentoring, CPI, summer work and extra duty
- Distributed to program costs based on FTE of staff in each program
- Overall % Change in Administration and Improvement of Instruction Budget: 3.26%

## OPERATIONS & MAINTENANCE

- Predicted Increase in Custodial services: 3%, \$1,552
- No change in Capital Outlay
- Projects include additional cameras and floor covering replacement
- Increase in natural gas
- Percent Change: +6.42% (error in previous budget)
- Direct Billed by Percentages: Technology, \$42,182

## ITINERANT SERVICES

### Hearing Itinerants

- Billed on a Minutes Per Week (MPW) basis, calculated on percentage of total minutes by district, multiplied by total program cost
- Serves primarily district students
- No projected increase in staff
- Purchased services: Staff travel
- Supplies/materials: Instructional supplies; assessments; hearing related software

**Total Program Cost: \$394,502**

### Vision Itinerants

In 2019, Mid-Valley worked with the District Liaisons to transition Vision and O & M Services to the Northwestern Illinois Association (NIA). The transition to NIA provides substantial cost-savings to our district partners. Mid-Valley will partner with NIA to ensure that our students with vision needs are supported. NIA will continue to provide technical assistance, assessment and consultation to the Mid-Valley staff.

**Total Program Cost: \$1,468**

## TECHNOLOGY

Two years ago the Mid-Valley Technology Committee was formed and a 3-year Technology Plan was created. This plan allowed us to update all of our technology and set the stage for a systematic plan for the future. We purchased a total of 85 devices, and are leasing an additional 121 devices. When we met last year, the following data was shared. We agreed that the final payments would be adjusted if there was a significant change in the percentages of students from each district. At this time, we do predict that the final payments for D101 & D303 will decrease, and the final payments for D301, D302 & D304 will increase due to changes in enrollment. We will provide that final information in May. Right now it appears that the changes will range from increases of \$3,000.00 to \$5,000.00 and decreases of \$5,000.00- \$7,000.00 depending on the district. This fee is on the tuition invoices.

Description	D101: 21.2%	D301: 11.2%	D302: 17.2%	D303: 35.2%	D304: 15.2%
Year 1 Purchase & Lease	\$13,025.60	\$6,881.40	\$10,567.94	\$21,627.43	\$9,339.11
Year 2 Lease	\$8,942.00	\$4,724.40	\$7,255.32	\$14,848.11	\$6,411.68
Year 3 Lease	\$8,942.00	\$4,724.40	\$7,255.32	\$14,848.11	\$6,411.68
<b>Total Cost for 3 Years</b>	<b>\$30,910.80</b>	<b>\$16,330.20</b>	<b>\$25,078.58</b>	<b>\$51,323.65</b>	<b>\$22,162.47</b>

In addition, in order to support Remote Learning we worked collaboratively to ensure that every student in Mid-Valley had access to a 1:1 device. This chart represents the costs to each district for their own students. Districts will be credited or billed on the second tuition bill (end of February/early March).

District	Serving District Cost	Home District Student Needs	District Owes	District Credit
D101	\$0	\$5,700	\$5,700	
D301	\$2,135	\$10,985	\$8,850	
D302	\$12,615	\$10,995		\$1,620
D303	\$18,815	\$6,370		\$12,445
D304	\$8,425	\$7,525		\$900
D131	\$0	\$415	\$415	
	<b>\$41,990</b>	<b>\$41,990</b>	<b>\$14,965</b>	<b>\$14,965</b>

## PROFESSIONAL DEVELOPMENT

The budget for Professional Development over the past several years has been approximately \$100,000.00. After carefully reviewing the budget, the leadership team determined that there were inconsistencies in the process for distributing professional development funds- particularly among the leadership team. In addition, with the changes in the IDEA grant, the districts no longer allocate a set percentage of their IDEA funds to Mid-Valley for professional development. This past year, we have made the following changes to our Professional Development Planning...

- Each district contributes one lump payment to Mid-Valley for shared professional development as well as PD for Mid-Valley staff members for the school year based on the # of students enrolled in Mid-Valley programs from each district. The total budget for PD is set at \$96,700
- The Mid-Valley team carefully tracks all PD expenses and refunds the districts at the end of the fiscal year any remaining funds.
- We have revamped our CPI (Crisis Prevention) training this year to support teams with COVID guidelines. This includes a full catalogue of on-line options.
- In lieu of an Administrator, all professional development activities are planned by our Professional Learning Committee- a team of Mid-Valley teachers and related services staff members with feedback from the Liaisons.
- Mid-Valley Administrators have a cap of \$3,000.00 per year for professional learning expenses.
- Similar to the Technology budget, we will update the per-district costs for Professional Development next year based on the % of students enrolled per district.
- When a district does not participate in a Professional Learning opportunity such as CPI, Seven Challenges, Facilitated IEP, etc- they are not charged.

At this point, we are under budget for professional development by approximately \$14,000.00.

The following chart represents the amount charged this past year and the predicted amount based on our current projections. Please note that typically our enrollment numbers change significantly from February to August.

District	2020-21	Projected 2021-22
	District Allocation to Professional Learning (% of students served)	District Allocation to Professional Learning (% of students served)
D101	\$12,764.40 (13.2%)	\$15,472.00 (16%)
D301	\$18,953.20 (19.6%)	\$21,274.00 (22%)
D302	\$24,658.50 (25.5%)	\$25,142.00 (26%)
D303	\$19,049.90 (19.7%)	\$14,505.00 (15%)
D304	\$21,274.00 (22.0%)	\$20,307.00 (21%)
<b>TOTAL</b>	<b>\$96,700.00</b>	<b>\$96,700.00</b>

## SPECIALIZED PROGRAMS

Mid-Valley is proud to partner with a total of 9 districts to provide a full-continuum of services to students with disabilities. Our Specialized Programs support students in preschool through transition and are located across all 5 districts.

- **The Little Hands and Voices program** is for students ages 3-5 who have mild to severe hearing loss and benefit from a program with multiple communication modes. Next year the program will continue to be housed at the D303 Early Childhood Center. Currently the tuition for this program is high, but that will change once new students enroll.
- **The New Pathways Program** is for students in grades kindergarten through 12<sup>th</sup> grade who have significant communication challenges as a result of autism or similar neurodevelopmental delays. This program is spread across Geneva, Kaneland & Burlington Central. The classroom at Norton Creek in D303 will be closed.
- **The New Directions Program** is designed for students in grades kindergarten through 12<sup>th</sup> grade whose primary needs are emotional or behavioral in nature and who benefit from a comprehensive, alternative school environment. This program is located at Mades-Johnstone Center (MJC) in St. Charles.
- **The Safe Schools Program** is for students in 6<sup>th</sup>-12<sup>th</sup> grades who require an alternative educational program due to consideration for suspension or expulsion in their home schools. Although it is not a program for students with special needs, this program is housed at the Mades-Johnstone Center (MJC). At this point in time, we only have one student enrolled in this program for the fall of 2021.
- **The ELS Program (Educational Life skills)** is for students in grades kindergarten through 12<sup>th</sup> grade whose primary needs are cognitive in nature and benefit from a focus on functional academics, adapted living, social and a wide variety of vocational skills. This program is located in Geneva, Burlington Central & Kaneland.
- **The ABLE Program (Ability-Based Learning and Education)** is for students in grades kindergarten through the age of 22 who demonstrate multiple and complex disabilities and who have significant physical, cognitive and communication needs. Students benefit from a small structured classroom with intensive related services support such as nursing, occupational and physical therapy. This program is located at John Stewart Elementary School in Kaneland and the middle/high school program is at Batavia High School.
- **The Twelve Plus Program** is for students who have completed four years of high school, but continue to need additional support as they transition to college or career. This program is located at Fox Valley Christian Church, as well as throughout the community. Baker Memorial Church is also an excellent partner to the Twelve Plus program!
- **The S.A.I.L. Program (Students Attaining Independent Living)** is for students ages 18-22 who require a transition program based at Elgin Community College, Waubensee Community College or the Shelby Transition Center. The program focuses on independent living skills, personal-social skills, self-care and a wide range of vocational training experiences.

### Specialized Programs at a Glance

Program	Admin	Total Classes	Description of Costs	Estimated Program Cost	Estimated Cost Per Student
<b>Little Hands &amp; Voices</b>	TBD	1	Certified Staff, Teaching Assistants, Room Lease, Curricular Supplies & Materials, Related Services & Supports	200,395	66,798*
<b>New Pathways</b>	TBD	8	Certified Staff, Teaching Assistants, Room Lease, Curricular Supplies & Materials, Related Services & Supports	2,523,115	47,606
<b>New Directions</b>	C. Payton	8	Certified Staff, Teaching Assistants, Room Lease, Curricular Supplies & Materials, Related Services & Supports	2,034,762 w/o ALOP 1,610,739 w/ ALOP	45,217  35,794
<b>SAFE Schools</b>	C. Payton	1	1 FTE, .10 Supervisor, .10 Admin Asst., .10 PE & .10 Social Worker, Curricular Supplies & Materials	141,177 w/o reimb 66,177 w/ reimb	28,235  13,235
<b>ELS</b>	T. Seal	4	Certified Staff, Teaching Assistants, Room Leases, Curricular Supplies & Materials, Related Services & Supports	1,266,871	48,726
<b>ABLE</b>	T. Seal	2	Certified Staff, Teaching Assistants, Room Lease, Curricular Supplies & Materials, Related Services & Supports	829,657	63,820
<b>Twelve Plus</b>	T. Seal	2	Certified Staff, Teaching Assistants, Building Lease, Curricular Supplies & Materials, Related Services & Supports	293,945	19,596
<b>SAIL</b>	T. Stoudt	5	Certified Staff, Teaching Assistants, Building & Lease, Curricular Supplies & Materials, Related Services & Supports	1,463,902 w/o ALOP 1,328,959 w/ ALOP	29,876  27,122

*\*This tuition will decrease once additional students are enrolled. This program always starts out low in February and grows by September.*

## RELATED SERVICES & PROGRAM SUPPORTS

After a collaborative effort with our District Liaisons and Business Managers as well as consultation with Sam Cannata, related services & other program support will be billed by program instead of by minutes per week. This will allow for increased transparency and consistency in our billing process. The total cost includes salary, benefits, mileage, supplies and materials. Also included in all supports are Admin/Instructional Overhead costs based on FTE except for the Behavioral & Instructional Coaches.

Support	Administrator	Programs	Total FTE	Total Cost
<b>Social Workers</b>	L. Palese	All programs	5.0	415,724
<b>Occupational Therapists</b>	L. Palese	All programs except for Twelve Plus, Little Hands & Voices, & SAFE Schools	3.6	317,607
<b>Physical Therapists</b>	L. Palese	All programs except for New Directions, Twelve Plus, SAFE Schools & Little Hands & Voices	1.8	224,117
<b>Behavioral Coach</b>	C. Payton	D303	1.0	147,783
		All programs	1.0	100,441
<b>Improvement of Instruction: Instructional Coach</b>	C. Payton	All programs	.50 Salary & Benefits	92,639
			.50 Salary & Benefits ALOP	54,014
				54,014
<b>School Psychologist</b>	C. Payton	All programs	0.6	53,202
<b>Certified School Nurse</b>	T. Seal	All programs	1.0	107,108
<b>Other Nursing Supports</b>	T. Seal	ABLE, New Directions, ELS, SAIL	Billed based on student's IEP or added to program cost.	
<b>Speech Pathologists</b>	TBD	All programs except SAFE Schools & Twelve Plus	5.6	511,276
<b>Vocational Specialists &amp; Job Coaches</b>	T. Stoudt	New Pathways, ELS, SAIL, Twelve Plus & New Directions	3.0/5.0 1.0/1.0 in ALOP - ND	352,816 106,967

## **ALOP PROGRAM (ALTERNATIVE LEARNING OPPORTUNITIES PROGRAM)**

- **General Information:**

- Estimated allocation - \$500,000
- Estimated Fund Balance - \$355,278
- Funds used to support New Directions & SAIL Program

- **Funds Utilized to Support Staffing:**

- Instructional Teacher .50 FTE
- Vocational/college prep specialist 1.0 FTE
- Job Coach 1.0 FTE: Students are now working on vocational skills within the school and in the community on a daily basis
- 1 Middle School Teacher
- 1 High School Teacher
- Social Worker .90 FTE
- 1 SAIL Teacher

- **Additional Supports:**

- Supplies for New Directions and SAIL
- Assessments for New Directions and SAIL
- Software for New Directions and SAIL
- Waubonsee Community College Rent
- Shelby 2nd Floor Rent
- Copier lease and maintenance
- Gasoline and maintenance for vans

## Capital Projects

The Mid-Valley Leadership team continues to work closely with John Baird, D303, Assistant Superintendent of Operations to review and revamp our Capital Projects plan with a focus on revitalizing our New Directions Program. Mr. Baird’s partnership in this process has been invaluable. The information below summarizes our most recent changes.

### [Original Capital Projects Plan](#)

#### **Mid-Valley Special Education Cooperative Suggested Revisions to Capital Improvement Plan**

<p><b>ITEMS TO BE PRIORITIZED</b></p> <ul style="list-style-type: none"> <li>Remove “replace deteriorated marker boards and tackboards” (completed)</li> <li>Move “MJC- Replace deteriorated plam countertops, remove and reinstall sinks in 6 locations (\$6,807.00) (completed)</li> <li>Remove carpet from MJC and replace with tile (completed)</li> </ul>
<p><b>FY 2019/20 (Summer 2020)</b></p> <ul style="list-style-type: none"> <li>Add “MJC- Replace deteriorated plam countertops, remove and reinstall sinks in 6 locations (\$6,807.00) (completed)</li> <li>Add install 4 security cameras at MJC (\$4,000.00) (to be completed prior to July 1)</li> </ul>
<p><b>FY 2020/21 (Summer 2021)</b></p> <ul style="list-style-type: none"> <li>Carpet replacement to Mid-Valley side- tile to staff lounge (Estimated \$38,000.00)</li> </ul>
<p><b>FY 2021/22 (Summer 2022)</b></p> <ul style="list-style-type: none"> <li>Replace Playground Equipment</li> </ul>
<p><b>FY 2022/23(Summer 2023)</b></p> <ul style="list-style-type: none"> <li>Keep the same</li> </ul>
<p><b>FY 2023/24 (Summer 2024)</b></p> <ul style="list-style-type: none"> <li>Keep the same</li> </ul>
<p><b>FY 2024/25 (Summer 2025)</b></p> <ul style="list-style-type: none"> <li>Keep the same</li> </ul>
<p><b>FY 2029/30 (Summer 2030)</b></p> <ul style="list-style-type: none"> <li>Keep the same</li> </ul>

### [Budget Summary by Program](#)

### [Mid-Valley Tuition Data by District](#)

5.3. Administrative Liaison Meeting Minutes,  
February 22, 2021

Mid-Valley Liaison Meeting		
<b>In attendance:</b> Lisa Palese, Melissa Jackson, Tanner Seal, Chris Payton, Patti Palagi, Anne Scalia, Kari Ruh, Mike Potsic, Tim Stoudt		
Time: 1:00pm		
Location: Mid-Valley Cooperative		
Agenda Item/Facilitator	Notes	Action Step/Person Responsible
Welcome Back!	Any celebrations to start out our meeting with some JOY? Kane County Health Dept has been incredibly organized and efficient with the vaccine rollout. There was a large number of district nurses helping out and everything has gone so smooth.	
Mid-Valley Staffing Updates	RIF for our part-time OT and part-time Social Worker until we have more concrete numbers, 1 class closing, may have opening at Burlington Central High School. We have some GREAT student teachers and Social Work Interns if anyone is interested.	
New Interpreter Guidance	So far, this is what Embrace has put in place. Let's take a look and give them feedback on what else to include. <a href="#">Embrace</a>	
	Embrace has changed the interpreter requirements and now the notice of conference will populate a reminder for the right for interpreter when they are marked as speaking a different language in the SIS.	Lisa will work with Embrace to have this added to all Notifications and not just when they are marked in the SIS.
<a href="#">Bus Safety Committee Updated</a>	Great response from some districts who invited a member of their transportation teams. Majority of Mid-Valley students have a plan in place, linked to IEPs and drivers have been trained. Some districts struggling to get these in place or regularly attend the meetings due to so many competing factors right now with COVID. Any help we can provide? What dictates who needs a transportation plan and who doesn't? This is not dictated by any specific law. This was based on feedback from our physical therapists as they had more conversations with bus drivers. The consensus was that the bus drivers were not sure of what to do in the event of an emergency. A committee was formed last year and they have developed a template plan, but most of the students that would need these plans at the moment are students that are within the programs provided in the cooperative. There are many players from districts, NIA, and Mid-Valley. There has been some turnover as well and this has been a challenge for the committee overall.	Follow-up: Mandy Hammack-Cote from Mid-Valley is going to offer to create a video for others to use to see if this will help us move forward.  Could the committee complete a form that could be uploaded in the district documents section of Embrace?
504 Process	Some districts do a letter that summarizes the current accommodations and offers and in-person meeting. D101 & D303 do this. Parents in these district have been very appreciative of less meetings. This does not violate Section 504 Guidelines and could be a nice option in other districts.	Patti Palagi will send a copy of the D303 letter to the other Liaisons.
With SOPPA going into effect on July 1, 2021, school districts will be required to provide additional guarantees that student data is protected when collected by educational technology companies	Have you thought this how this may impact your SPED students, AAC users, and trialing supports? From Lisa- we are blessed to have D303 in our corner for this. According to their team they are working on this quite a lot and are going to make it a priority this semester. We have never reported a list of apps/software that we use, but typically follow the D303 guidelines. We'll need to be more transparent with this moving forward. Rona is going to an Infinetec meeting on 3/10 and this will be discussed.	
	<a href="#">From D303 Matt Smith:</a> Yes, it will impact every facet of any tools that make use of student information. Below is a summary of the requirements. The biggest challenge is the agreements with vendors/operators. Luckily a national and statewide consortium has been making headway with a Data Privacy agreement that allows districts to "piggyback" onto existing compliance agreements rather than negotiate all agreements individually. The biggest piece for teachers is communicating how the vetting and onboarding process for new (and existing) tools will change. This is something we are working on with our Instructional Tech staff and how to start sharing out soon.	

<b>Mid-Valley Liaison Meeting</b>		
<b>In attendance:</b> Lisa Palese, Melissa Jackson, Tanner Seal, Chris Payton, Patti Palagi, Anne Scalia, Kari Ruh, Mike Potsic, Tim Stoudt		
Time: 1:00pm		
Location: Mid-Valley Cooperative		
<b>Agenda Item/Facilitator</b>	<b>Notes</b>	<b>Action Step/Person Responsible</b>
<b>Residential Placement requests</b>	<p>What are your "look fors" to make a determination of what is a family issue versus a school based placement for residential in situations there are repeated and prolonged hospitalization, but prior to these situations - there was no issue within the school setting.</p> <p>From Lisa: The legal guidance I've received in the past goes to the question, "Is the child receiving FAPE when they are regularly begin hospitalized?" At AU when we review these cases, the kids that are frequently hospitalized or arrested that are denied a residential placement by the district often win when it goes to hearing. I've always been guided though to start with a less-restrictive option such as therapeutic day placement to see if the student's depression/anxiety is better when their day is more supported."</p> <p>D304: Always exercise right to do</p>	
<b>ISP's and 2021-2022</b>	<p>Patti: We have an increased number of students being homeschooled or moved to private this year. How do you handle return to your schools? Anticipating an upswing and we do not have a solid process in place.</p> <p>You would treat these students like a move-in. Have an intake and a 30-day review. This is easiest when there is an active IEP. This is more of a challenge when the IEP is lapsed and they just have the ISP, however, the ISP could be used to develop a new IEP. Even if it is outdated, you can acknowledge it and complete a 30-day review.</p> <p>Complete an integrity check on coding and retraining staff on the FACTS form. Consider pulling this child count data and use it to anticipate returns for staffing so you don't undersell your staffing plan.</p>	
<b>ESY Update- Tanner</b>	<a href="#">ESY Numbers Update</a>	Please check your referral count for this year compared to last. If there is a big difference between this number, please make sure that your case managers are completing their referrals. We are now two weeks from the deadline.
<b><a href="#">NAMI Request</a></b>	NAMI is offering these workshops. Feel free to pass on to your staff/students. Would you like Mid-Valley to host a virtual group for parents or stick with your own districts?	
<b><a href="#">Finance Committee Meeting (link)</a></b>		

**Extended School Year Update  
2/22/21**

<b>Batavia</b>	
Referral Count:	<b>141</b>
Registration Count:	29
Parent Decline:	2
Confirmed Percentage:	21.9%
Referral Count (2020):	<b>147</b>
Registration Count (2020):	85
Parent Decline (2020):	35
Confirmed Percentage:	81.6%

<b>Central</b>	
Referral Count:	<b>31</b>
Registration Count:	7
Parent Decline:	0
Confirmed Percentage:	22.5%
Referral Count (2020):	<b>64</b>
Registration Count (2020):	29
Parent Decline (2020):	18
Confirmed Percentage:	73.4%

<b>Kaneland</b>	
Referral Count:	<b>21</b>
Registration Count:	3
Parent Decline:	0
Confirmed Percentage:	14.2%
Referral Count (2020):	<b>57</b>
Registration Count (2020):	23
Parent Decline (2020):	11
Confirmed Percentage:	59.6%

<b>St. Charles</b>	
Referral Count:	<b>79</b>
Registration Count:	21
Parent Decline:	2
Confirmed Percentage:	29.1%
Referral Count (2020):	<b>140</b>
Registration Count (2020):	65
Parent Decline (2020):	12
Confirmed Percentage:	55%

<b>Geneva</b>	
Referral Count:	<b>55</b>
Registration Count:	23
Parent Decline:	2
Confirmed Percentage:	45.5%
Referral Count (2020):	<b>78</b>
Registration Count (2020):	40
Parent Decline (2020):	22
Confirmed Percentage:	79.5%

<b>Mid-Valley Totals</b>	
Referral Count:	<b>327</b>
Registration Count:	83
Parent Decline:	6
Confirmed Percentage:	27.2%
Referral Count (2020):	<b>486</b>
Registration Count (2020):	242
Parent Decline (2020):	98
Confirmed Percentage:	70%

5.4. FOIA, February 2021

**MID VALLEY SPECIAL EDUCATION COOPERATIVE  
FREEDOM OF INFORMATION REQUESTS  
REPORT TO THE EXECUTIVE ADVISORY  
BOARD**

**March 3, 2021**

Mid Valley responded to one Freedom of Information Act request in February.

On February 2, 2021, Mr. Nathan Mihelich, from the Illinois Retired Teachers Association, sent a Freedom of Information Request. The following records were requested:

*Please provide the name and email address of any certified staff (teachers, administrators, nurses, counselors, etc.) who are retiring this year.*

**Response:** The names and work email addresses were provided.

Respectfully Submitted,

Nancy Sporer / FOIA Officer

6. **For Discussion**

6.1. Board Meeting Dates, 2021-2022



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

Lisa Palese, Executive Director  
1304 Ronzheimer Avenue  
St. Charles, IL 60174  
Phone: 330-228-4873  
Fax: 331-228-4891

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***Mid-Valley Executive Advisory Board  
2021/2022 Meeting Schedule***

*July 7, 2021*

*August 4, 2021*

*September 1, 2021*

*October 6, 2021*

*November 3, 2021*

*December 1, 2021*

*January 5, 2022*

*February 2, 2022*

*March 2, 2022*

*April 6, 2022*

*May 4, 2022*

*June 1, 2022*

*All meetings are held the first Wednesday of each month, at the Mid-Valley Special Education Cooperative Administration Offices, 1304 Ronzheimer Avenue, St. Charles, IL 60174 beginning at 9:00 a.m., unless otherwise noted.*

**7. For Action**

7.1. Resolution Authorizing Honorable Dismissal of  
Part Time, Non-Tenured Teacher

**INSTRUCTIONS FOR NON-TENURED PART TIME**  
**TEACHERS REPORT**

Board Member

I move that this Executive Advisory Board adopt the resolution before you, authorizing and directing the President and Secretary to give to the Part Time, Non-Tenured Licensed employee listed on the Resolution written notice of this Board's decision to not re-employ said licensed employee for the **2021-22** school year, and, in view of the fact that the resolution form in front of you is the same for this Part Time, Non-Tenured licensed employee, I recommend we adopt this like resolution.

Chair:

Is there a second to this motion?

Motion seconded by \_\_\_\_\_.

Chair:

Is there a request that this resolution be read in its entirety?

(Acknowledge requests, if any. Board member who made motion should read the resolution.)

Is there a request that any individual resolutions be read in their entirety? (Acknowledge requests, if any.)

Is there any other discussion?

After all discussion, (if any), request a roll call vote on the motion.

**RESOLUTION AUTHORIZING  
HONORABLE DISMISSAL OF A PART-TIME, NON-TENURED TEACHER**

**WHEREAS**, the Executive Advisory Board of Mid-Valley Special Education Cooperative, Kane County, State of Illinois has determined to decrease the total number of teachers in the Cooperative; and

**WHEREAS**, the teacher hereinafter set forth is non-tenured and employed for less than full-time for the 2020-2021 school year; and

**WHEREAS**, a Sequence of Dismissal (SOD) List was provided to the Mid-Valley Special Education Association on or before 75 days before the end of the school term; and

**WHEREAS**, in accordance with Section 5/24-12 of The School Code, the Board must dismiss teachers qualified to hold a position in the order of their groupings on the SOD List, with teachers in Group 1 dismissed first and teachers in Group 4 dismissed last;

**WHEREAS**, whenever the total number of honorable dismissal notices based upon economic necessity exceeds five (5) or one hundred fifty (150%) of the average number of teachers honorably dismissed in the preceding three (3) years, whichever is more, the Board is required to hold a public hearing on the question of dismissals;

**WHEREAS**, the Board has determined that a public hearing on the question of dismissals is not required; and

**WHEREAS**, the Board has determined that the teacher hereinafter set forth shall be honorably dismissed at the end of the 2020-2021 school term as a result of the decision of the Board to decrease the total number of teachers in the Cooperative, pursuant to Section 5/24-12 of The School Code.

**NOW, THEREFORE**, Be It Resolved by the Executive Advisory Board of Mid-Valley Special Education Cooperative, Kane County, State of Illinois, as follows:

**Section 1:** That the following teacher is hereby honorably dismissed at the end of the 2020-2021 school term because of the decision of the Board to decrease the total number of teachers in the Cooperative:

**Melissa Zehelein**

**Section 2:** That the Chair and Secretary of the Board are hereby authorized and directed to send the teacher a written notice of honorable dismissal by first class mail at least **forty-five (45) days** before the end of the school term, which notice shall be substantially as set forth in the Exhibit(s) attached hereto.

**Section 3:** That the Chair and Secretary of the Board are hereby authorized and directed to send the teacher a written notice of honorable dismissal by certified mail, return receipt requested, at least **forty-five (45) days** before the end of the school term, which notice shall be substantially as set forth in the Exhibit attached hereto.

**Section 4:** That this Resolution shall be in full force and effect forthwith upon its passage.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by the following vote:

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Chair, Executive Advisory Board

ATTEST:

\_\_\_\_\_  
Secretary, Executive Advisory Board

**NOTICE AND STATEMENT OF HONORABLE DISMISSAL**

**VIA FIRST CLASS MAIL;**  
**CERTIFIED MAIL - RETURN RECEIPT REQUESTED;**  
**AND PERSONAL DELIVERY - WITH RECEIPT**

\_\_\_\_\_, 2021

TO: *[Name]*  
*[Insert Address]*  
*[Insert City, State and Zip Code]*

We regret to advise you that the Executive Advisory Board of Mid-Valley Special Education Cooperative, Kane County, State of Illinois, pursuant to Section 5/24-12 of The School Code, has determined that you are to be honorably dismissed as a teacher at the end of the 2020-2021 school term. The reason for your honorable dismissal is the decision of the Board to decrease the total number of teachers in the Cooperative. Your services to the Cooperative shall terminate on the last day of teacher attendance in the 2020-2021 school term.

Very truly yours,

Executive Advisory Board of Mid-Valley  
Special Education Cooperative, Kane  
County, Illinois

By: \_\_\_\_\_  
Chair

ATTEST:

\_\_\_\_\_  
Secretary

7.2. Resolution Authorizing Honorable Dismissal of  
Part Time, Educational Support Personnel

## INSTRUCTIONS FOR DISMISSAL OF PART TIME ESP REPORT

### BOARD MEMBER

I move that this Executive Advisory Board adopt the resolution before you, authorizing and directing the President and Secretary to give to the Selected Part Time Educational Support Personnel attached hereto, written notice of this Board's decision to honorably dismiss said personnel effective as of the end of the 2020-2021 school term, and, in view of the fact that resolution form in front of you is the same for this selected support personnel, I recommend we adopt this like resolution.

### PRESIDENT:

Is there a second to this motion?

Motion seconded by \_\_\_\_\_

### PRESIDENT:

Is there a request that this resolution be read in its entirety?  
(Acknowledge requests, if any. Board member who made motion should read the resolution.)

Is there a request that any individual resolutions be read in their entirety?  
(Acknowledge requests, if any.)

Is there any other discussion?  
After all discussion, (if any), request a roll call vote on the motion.

**RESOLUTION AUTHORIZING DISMISSAL  
OF PART-TIME EDUCATIONAL SUPPORT PERSONNEL**

**WHEREAS,** the Executive Advisory Board of Mid-Valley Special Education Cooperative, Kane County, State of Illinois, has determined to decrease the total number of part-time educational support personnel employed by the Board; and

**WHEREAS,** the Board has determined that the part-time educational support personnel hereinafter set forth shall be dismissed and not reemployed for the 2021-2022 school term as a result of the decision by the Board to decrease the total number of part-time educational support personnel employed by the Board, pursuant to Section 5/10-23.5 of *The Illinois School Code*.

**NOW, THEREFORE,** Be It Resolved by the Executive Advisory Board of Mid-Valley Special Education Cooperative, Kane County, State of Illinois, as follows:

**Section 1:** That the following part-time educational support personnel are hereby removed or dismissed and not reemployed for the 2021-2022 school term, in conformance with the Exhibit(s) attached hereto and made a part hereof, because of the decision by the Board to decrease the total number of part-time educational support personnel employed by the Board:

**Susan Beckman**

**Section 2:** That the Chair and Secretary of the Board are hereby authorized and directed to send the educational support personnel hereinabove set forth a written notice of dismissal by first class mail at least **thirty (30) days** before the employees' last day of

employment, which notice shall be substantially as set forth in the Exhibit(s) attached hereto.

**Section 3:** That the Chair and Secretary of the Board are hereby authorized and directed to send or cause to be sent to the educational support personnel hereinabove set forth a written notice of dismissal either by certified mail, return receipt requested, or by personal delivery with receipt, at least **thirty (30) days** before the employees' last day of employment, which notice shall be substantially as set forth in the Exhibit(s) attached hereto.

**Section 4:** That this Resolution shall be in full force and effect forthwith upon its passage.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2021, by the following vote:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Board Chair

ATTEST:

\_\_\_\_\_  
Board Secretary

NOTICE OF DISMISSAL

VIA FIRST CLASS MAIL,  
(VIA CERTIFIED MAIL -  
RETURN RECEIPT REQUESTED  
AND/OR PERSONAL DELIVERY WITH RECEIPT)

\_\_\_\_\_, 2021

TO: [Insert Name]  
[Insert Address]  
[Insert City, State, and Zip Code]

We regret to advise you that the Executive Advisory Board of Mid-Valley Special Education Cooperative, Kane County, State of Illinois, pursuant to Section 5/10-23.5 of *The Illinois School Code*, has determined that you are to be dismissed and not reemployed for the 2021-2022 school term. The reason for your dismissal is the decision by the Board to decrease the total number of part-time educational support personnel employed by the Board. Your services to the Cooperative shall terminate on the last day of educational support personnel attendance in the 2020-2021 school term.

Very truly yours,

Executive Advisory Board of Mid-  
Valley Special Education  
Cooperative, Kane County, State  
of Illinois

By: \_\_\_\_\_  
Chair

ATTEST:  
  
\_\_\_\_\_  
Secretary

7.3. Approval of Assistant Director of Student  
Services Position



**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: March 3, 2021

RE: Approval of Assistant Director of Student Services Position

The Executive Director recommends that the current job title of “Special Education Coordinator” be changed to “Assistant Director of Student Services.” In addition, it is recommended that the current 10-month position of Special Education Coordinator become a 12-month position with this new title. Below is a summary of the rationale for this change.

- At the start of the 2019-20 school year, 1.6 Administrative positions were eliminated from the MVSE team when our Director of Professional Development transitioned to supporting D303 full-time, and our Part-time Special Education Coordinator position was cut
- Since that time, our Special Education Coordinators have taken on a variety of additional responsibilities including but not limited to...
  - Supervising and evaluating additional certified and non-certified staff
  - Leading Mid-Valley Committees
  - Guiding teams in developing curriculum
  - Active involvement in the budget process
  - Hiring, training and retaining quality staff
  - Leading our ESY program for all 5 districts
  - Grant writing
  - Revamping our Professional Development Committee to include a more personalized learning plan for all staff
  - Designing and implementing a course approval process for staff
  - Supporting our technology plans & remote learning
  - Supporting the Executive Director in designing a new website for all stakeholders
- The change from 10-months to 12-months would allow our 2 Assistant Directors of Student Services to work together to lead ESY- this will provide the consistency and stability needed to make this program more effective and will remove the current stipend of \$6,000.00
- Working as a collaborative team during the summer will allow us all to be actively involved in planning, managing curriculum projects, staffing, hiring, assignments, and facilitating program location changes
- The exception to this proposal is our Special Education Coordinator for SAIL as that is currently a part-time position which will continue to be a 10-month position with the title of Special Education Coordinator



**Position:** Assistant Director of Student Services

**Reports to:** Executive Director

**Minimum Qualifications:** Professional Educator License (PEL)  
General Administrative (GADM), or Principal Endorsement (PRIN)  
LBS1 or Special Education Endorsement  
Administrative experience providing specialized instruction or services for students with disabilities. Such other qualifications as determined by the Executive Director.

**Job Summary:** Assists the Executive Director of Student Services in the leadership of special education programs consistent with federal and state laws, rules and regulations and district policies and procedures. Assists the Director in the administration of school specific programs and services that allow students requiring special education services to access general education curriculum in the least restrictive environment while meeting their individual educational needs. Provide job-embedded and ongoing professional learning, including individual coaching, coaching of collaborative teams, and large group training.

**ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:**

- Assists the director in identifying staffing requirements of special programs for certificated and classified staff based on student enrollment
- Recruits and recommends the selection and assignment of special needs program staff
- Works with building principals and staff to support implementation of special education programs within our satellite programs
- Collaborates with parents, staff, and outside agencies using problem-solving methods to assure that individual student programs are implemented appropriately
- Assists the director in developing the program budget policies, and procedures which ensure that the Cooperative is in compliance with state and federal requirements
- Serves as a liaison with community agencies and district partners
- Plans and conducts research-based professional learning for Cooperative and District staff
- Designs and implements professional learning activities (including coaching) focused on, but not limited to State and District Standards, collaborative teams, Danielson Frameworks, Functional Behavioral Analysis, structured teaching, and best instructional practices
- Supports teachers in making professional changes (teaching strategies, innovative ideas, professional networks and relationships, implementation of the Danielson Framework, collection and analysis of student data, etc.)
- Facilitates IEP meetings and re-evaluations to ensure IEP compliance & consistency
- Supervises and supports assigned programs throughout the Cooperative; including staff evaluation, coaching and student growth plans

## **KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED**

- Knowledge of special needs issues including laws, regulations, and professional practices
- Demonstrated leadership of the integration of special needs students into a school setting
- Knowledge of effective methods of program development, implementation and evaluation of methods, practices and techniques
- Knowledge and understanding of the Teacher Evaluation system
- Skills and ability in organization, time management, task prioritization and recordkeeping
- Skills demonstrating high level of integrity, commitment, and work ethic
- Ability to provide student services staff with in-service/professional development opportunities to increase proficiency in their fields of expertise
- Ability to work well under pressure and use sound judgment, including appropriate handling of confidential matters
- Ability to provide guidance and direction to staff and promote a collaborative team environment
- Ability to facilitate and promote conflict resolution
- Ability to collaborate and communicate effectively with other professionals in a team setting
- Ability to interact positively and effectively with, students, staff, parents, guardians and administrators
- Ability to use computers and/or electronic equipment to fulfill job functions
- Ability to travel to various locations throughout the member districts

#### 7.4. Approval of Personnel Report, February 2021

**Mid Valley Special Education Cooperative**  
**Regular Meeting Wednesday, March 3, 2021**

**SUBJECT: Personnel Report**

**Classified Staff**

<b>A. Classified Staff Resignations, Retirements and/or Terminations for School Year 2020-2021.</b>				
<i>Name</i>	<i>Position</i>	<i>Location</i>	<i>Reason</i>	<i>Effective Date</i>
Jaramillo-Gonzales, Samantha	Teaching Assistant	Blackberry Creek - ELS	Resignation	02/17/2021

<b>B. Classified Staff Recommended for Employment for School Year 2020-2021.</b>				
<i>Name</i>	<i>Position</i>	<i>Location</i>	<i>Salary</i>	<i>Effective Date</i>

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

<b>D. Classified Staff Decrease in Assignment for School Year 2020-2021.</b>				
<i>Name</i>	<i>From</i>	<i>To</i>	<i>Effective Date</i>	

**Licensed Staff**

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

<b>F. Licensed Administrators Increase in Assignment for School Year 2021-2022.</b>				
<i>Name</i>	<i>Position</i>	<i>From / To</i>	<i>Salary w/ TRS</i>	<i>Effective Date</i>

<b>G. Licensed Administrators Recommended for Employment for School Year 2021-2022.</b>				
<i>Name</i>	<i>Position</i>	<i>Salary w/ TRS</i>		<i>Effective Date</i>
Mills, Melissa	Assistant Director of Student Services	\$98,913		07/01/2021

<b>H. Background Data on Administrators Recommended for Employment for School Year 2021-2022.</b>	
<b>Name</b>	<b>MELISSA MILLS</b>
<b>License Endorsements</b>	PEL, Professional Educator License, SECE, Secondary Education, Grade 6 -12; LBSI, Learning Behavior Specialist I, Pre-K – 21; PRIN, Principal, Pre K - 21
<b>Education</b>	BS, Special Education, Illinois State University, Normal, IL MA, Education, Teacher Leadership, St. Xavier University, Chicago, IL MA, Educational Leadership with Principal Endorsement, Aurora University, Aurora, IL
<b>Relevant Experience</b>	13.5 Years Special Education Teacher, Mid-Valley Special Education Cooperative 3 Years, Instructional Coach, Mid-Valley Special Education Cooperative

**RECOMMENDATION: Approval.**

8. **New Business**

9. **Adjournment**