REGIONAL OFFICE OF EDUCATION



Grundy . Kendall Counties

Freedom of Information Act – Information

<u>Description</u>- We are the Regional Office of Education for Grundy and Kendall Counties

<u>Summary of Purpose</u>- The purpose of the Regional Office of Education is to provide educational services to the schools of the two counties.

Functional Divisions -

Grundy Kendall Regional Office of Education Professional Development Alliance

Operating Budget- The operating budget for the regional office itself comes from the two counties.

<u>Locations</u>- The Regional Office has two offices, in Yorkville and Morris. The addresses and phone numbers are located at the bottom of this page.

<u>Estimate of Number of Employees</u>- In addition to the Regional Superintendent and Assistant Regional Superintendent, who are employees of the state, the Regional Office of education employs and administrative assistant/certification specialist at each office, and one bookkeeper, who is housed at the Yorkville office.

<u>Reporting</u> - The regional office reports quarterly to the county board and issues an annual report.

<u>FOIA Request</u>- Interested parties may make requests in writing to the FOIA officer and will be responded to within five (5) working days. The five day count begins the day after the receipt of the FOIA request by the Regional Superintendent, or designee. The requestor may be notified of an extension if the files are voluminous, or if other reasons make it impractical to mail the request out within the five (5) day period.

Mail requests to:

Meghan Martin FOIA Officer Grundy/Kendall Regional Office of Education 1320 Union Street Morris, IL 60450

foia@roe24.org

MORRIS OFFICE 1320 Union Street ❖ Morris, IL 60450 Phone: (815) 941-3247 ❖ Fax: (815) 942-5384

YORKVILLE OFFICE 109 West Ridge Street ❖ Yorkville, IL 60560 Phone: (630) 553-4168 ❖ Fax: (630) 553-4152