



## **Grundy County Special Education Cooperative**

725 School Street • Morris, IL 60450  
Phone 815-942-5780 • Fax 815-942-5782

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### **FOIA PROCESS**

A request for inspection and/or copies of public records must be made in writing and directed to the Cooperative's Freedom of Information Act Officer. All requests for inspection and copying shall immediately be forwarded to the Cooperative's Freedom of Information Act Officer.

No fees shall be charged for the first 50 pages of black and white, letter or legal sized copies requested. After the first 50 pages, the fee for black and white, letter or legal sized copies shall be 15 cents per page. Actual cost will be charged for other documents not of standard size and for the recording medium.

Members of the public may request information and/or public records of the Grundy County Special Education Cooperative through the filing of a written request. Submit requests to:

Carol Senica  
Assistant Director and Freedom of Information Act Officer  
725 School St .  
Morris , IL 60450  
csenica@grundyspecialled.org