



Geneva Community Unit School District 304

227 North Fourth Street

Geneva, IL 60134

TO: Dr. Andy Barrett
FROM: Casey O'Connell, Principal
DATE: April 1, 2024
RE: Policy 8:80 - Gifts, Grants, and Bequests

Dr. Barrett,

I am pleased to share that I have received notice of a generous donation from ABBVIE on behalf of the Green family.

In accordance with Policy 8:80 - Gifts, Grants and Bequests, donations having a value of \$500.00 or more shall be accepted by the Board of Education.

ABBVIE would like to donate the following items for programs across the District:

- \$696.47 for field trips for their daughter's grade-level field trip costs or other grade level related projects.

The total value of this collective donation is: \$696.47.

I am requesting approval from the Board of Education, at their regularly scheduled meeting, to accept the donation from Abbvie in the amount of \$696.47.

 Principal