



**Geneva Community Unit School District 304**  
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## Memorandum

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To: Kent Mutchler, Superintendent  
CC: Board of Education  
From: Donna Oberg, Assistant Superintendent – Business Services  
Date: April 8, 2013  
Re: Gifts, Grants and Bequests

In accordance with policy 7230, all gifts, grants or bequests having a value of more than \$500.00 shall be accepted by the Board of Education.

Attached is a list of items approved by the Harrison Street School PTO for purchase at Harrison Street School.

Please ask the Board of Education at its regularly scheduled meeting on Monday, April 8, 2013, to accept the donation from Harrison Street School PTO.