



**Geneva Community Unit School District 304**  
Donna V. Oberg - Assistant Superintendent - Business Services  
227 North Fourth Street, Geneva, IL 60134  
Phone: (630) 463-3030 Fax: (630) 463-3031  
E-mail - [doberg@geneva304.org](mailto:doberg@geneva304.org)

## Memorandum

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To: Kent Mutchler, Superintendent  
CC: Board of Education  
From: Donna Oberg, Assistant Superintendent – Business Services  
Date: December 22, 2015  
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.

A donation was received from a Heartland Elementary parent in the amount of \$250. The donation will be used toward the purchase of a camera for use at Heartland Elementary School.

Please ask the Board of Education at its regularly scheduled meeting on Monday, January 11, 2016, to accept this donation.