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Scott K. Ney
Director of
Facility Operations

**Community Unit
School District 304**

TO: Dr. Kent Mutchler

FROM: Scott Ney

RE: Gifts, Grants, and Bequests

DATE: September 22, 2020

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

Flinn Scientific would like to donate 600 bottles of hand sanitizer for teachers and administrative staff.

The total value of this donation is \$2,250.00.

I am requesting approval from the Board of Education, at their regularly scheduled meeting, Monday, September 28, 2020, to accept the donation from Flinn Scientific for \$2,250.00.