



Geneva Community Unit School District 304

Donna V. Oberg - Assistant Superintendent - Business Services

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Memorandum

To: Kent Mutchler, Superintendent
CC: Board of Education
From: Donna Oberg, Assistant Superintendent – Business Services
Date: May 13, 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.

The attached items were approved for purchase by the PTO to Williamsburg Elementary School on April 16, 2013.

Please ask the Board of Education at its regularly scheduled meeting on Monday, May 13, 2013, to accept this PTO purchase.