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## Fwd: Donation for new portable sound system

1 message

**Dr. David Lett** <dlett@panaschools.com>

To: Allison Swisher <aswisher@panaschools.com>

Thu, Nov 14, 2024 at 9:00 AM

Please attach under Music Boosters Donation.

----- Forwarded message -----

From: **Jessica Miller** <jmiller@panaschools.com>

Date: Wed, Nov 13, 2024 at 9:54 AM

Subject: Fwd: Donation for new portable sound system

To: Dr. David Lett <dlett@panaschools.com>

Please add this donation for approval on Monday evening.

----- Forwarded message -----

From: **Angela Chase** <achase@panaschools.com>

Date: Wed, Nov 13, 2024 at 7:43 AM

Subject: Donation for new portable sound system

To: Jessica Miller <jmiller@panaschools.com>

Cc: Tony Hicks <thicks@panaschools.com>, Ashley Bauer <ashleybauer2008@gmail.com>

Hello! I have been approached by Barb Jones, a very generous community supporter of the music program, who has asked me for some suggestions for needs that she can help with. I would like to get a portable PA sound system, the same one Matt helped me use at the September 11 ceremony. I feel this will be really helpful to our program, especially when we go to Tampa next year. Please see [this Amazon link](#).

Barb has agreed to give us a check for this and I just wanted to confirm that we go through the right channels to help this come to fruition. Am I correct in that this donation of \$1500 needs to be approved by the school board? Do I wait until after the board approves to get the check from her or can I have her give us the check now? Should we go through the Music Boosters, having her write a check to the Music Boosters, then the Music Boosters writes a check to the District, who will then purchase the PA system through the Order Requisition process? I just wanted to make sure I understood the process before we proceed. Thank you so much!

Angi