



**Geneva Community Unit School District 304**  
227 North Fourth Street  
Geneva, IL 60134

TO: Dr. Kent Mutchler

FROM: Todd Latham, Assistant Superintendent for Business Services

RE: Gifts, Grants, and Bequests

Dr. Mutchler,

I am pleased to share that I have received notice from Principal Ron Zeman of a generous donation from The Blackbaud Giving Fund on behalf of AbbVie Employee Engagement Fund, for Western Avenue Elementary school.

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

The Blackbaud Giving Fund would like to donate the following:

- \$1,389.88 for field trips for their daughters' grade-level field trip costs, outdoor education and in support of the Western Avenue Elementary School social worker

I am requesting approval from the Board of Education, at their regularly scheduled meeting, Monday, August 9, 2021, to accept the donation of the above.