

Memo

To: Deborah Ottmers, Chief Financial Officer

From: Celeste Potter, Education Foundation

Date: May 4, 2022

Re: Donation

Message:

The Education Foundation Board of Directors has committed to donating \$50,000/year for 3 years to ECISD to cover new costs surrounding the ECISD Grant Writer position. This donation will be disbursed in quarterly installments of \$12,500/each. Enclosed is check# 3053 which is the Foundation's second installment for 2022.

Any unused funds should be returned to the Education Foundation.

