



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 of a generous donation from the Harrison Street Elementary School PTO.

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 Harrison Street Elementary PTO would like to donate the following:

- \$7,500 in support of field trips

The estimated value of the donation is \$7,500.00. I am requesting approval from the Board of Education, at their regularly scheduled meeting, Monday, September 12, 2022, to accept the donation of the above.