



**Geneva Community Unit School District 304**  
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## Memorandum

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To: Kent Mutchler, Superintendent  
CC: Board of Education  
From: Donna Oberg, Assistant Superintendent – Business Services  
Date: February 5, 2014  
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 list from Tom Rogers, Principal, Geneva High School, outlines the PTO Wish List donations from the GHS PTO for items to be purchased.

Please ask the Board of Education at its regularly scheduled meeting on Monday, February 10, 2014, to accept the donation from the GHS PTO.