



## Geneva Community Unit School District 304

Business Services

227 N. Fourth Street, Geneva IL 60134

Phone: (630) 463-3035 Fax: (630) 463-3009

Memorandum

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To: Kent Mutchler, Superintendent  
CC: Board of Education  
From: Todd Latham, Coordinator of Business Services  
Date: November 28, 2017  
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 following company has made a donation in the name of Katie Kennath (HSS teacher) and Harrison Elementary, to support local schools with National Math and Science Initiatives in the vicinity of Mobil stations.

The total donations are as follows:

Parent Petroleum, Inc/Exxon Mobil \$500.00

The total value of these donations is \$500.00.

Please ask the Board of Education at its regularly scheduled meeting on Monday, December 11, 2017 to accept these donations.