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**INTEROFFICE MEMORANDUM**

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**TO:** DR. JAMES HOFFMAN, SUPERINTENDENT  
**FROM:** MICHAEL OUMET  
**SUBJECT:** DONATION  
**DATE:** NOVEMBER 12, 2014  
**CC:** BOARD OF EDUCATION

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The Ann Allen Cetrino Family DAF has generously made a donation of \$10,000 to fund Indoor (Winter) Track for the 2014-15 season.

I recommend the District accept this donation, increase the General Fund budget by \$10,000 (A28551500053000, \$10,000) and publicly thank the Ann Allen Cetrino Family DAF for their contribution and continuing support of our school community.

Please place this recommendation on the November 18, 2014 Board of Education agenda. Please do not hesitate to contact me if you have any questions regarding this recommendation.