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**INTEROFFICE MEMORANDUM**

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**TO:** DR. JAMES HOFFMAN, SUPERINTENDENT  
**FROM:** MICHAEL OUMET  
**SUBJECT:** DONATION  
**DATE:** NOVEMBER 21, 2016  
**CC:** BOARD OF EDUCATION

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The Averill Park Booster Club has generously made a donation in the amount of \$3,500.97 for the purpose of restoring fall cheerleading.

I recommend the District accept this donation, increase the General Fund budget by \$3,500.97 (A2855150004500, \$3,500.97) and publicly thank the Averill Park Booster Club their contribution and continuing support of our school community.

Please place this recommendation on the December 5, 2016 Board of Education agenda. Please do not hesitate to contact me if you have any questions regarding this recommendation.