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**INTEROFFICE MEMORANDUM**

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**TO:** DR. JAMES HOFFMAN, SUPERINTENDENT  
**FROM:** MICHAEL OUIMET  
**SUBJECT:** DONATION  
**DATE:** DECEMBER 20, 2016  
**CC:** BOARD OF EDUCATION

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The Mooradian Family has donated a new air hockey table value at \$250 to be used at Algonquin Middle School for recess recreation.

I recommend the District accept this donation and publicly thank the Mooradian Family for their contribution. Please place this recommendation on the January 9, 2017 Board of Education agenda. Please do not hesitate to contact me if you have any questions regarding this recommendation.