Ravenswood City School District
ADMINISTRATIVE OFFICE
2120 Euclid Avenue, East Palo Alto, California 94303
(650) 329-2800   Fax (650) 323-1072

"OUR CHILDREN – OUR FUTURE"

Ms. Gina Sudaria
Interim Superintendent

Inter-Departmental Correspondence
Curriculum and Instruction

Date: May 15, 2019
Board Meeting Date: May 23, 2019
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Trustees

From: Gina Sudaria, Interim Superintendent

Subject: Request for Approval of already sent Donation from Menlo Park Rotary Club.

BACKGROUND:
The Menlo Park Rotary Club had made a Donation of $4,070 for purchase of 3rd grade reading level text.

FISCAL IMPACT:
NO Financial Impact to Ravenswood City School District.

RECOMMENDATION:
It is recommended that the Board of Trustees approve the Donation from Menlo Park Rotary Club

Board Approved: _____

RAVENSWOOD CITY SCHOOL DISTRICT
ACCEPTANCE OF DONATION
VALUE <u>OVER</u> $500

Donor Information

Last Name: [   ]   **First Name:** [Rotary Club of Menlo Park]

Address: [75 Arbor Rd]   **City:** [Menlo Park]   **State:** [CA]   **Zip:** [94025]

Donation Information

Site: [DO]   **Dept. to Receive Donation:** [Curriculum + Instruct]   **Date:** [3/27/19]

Estimated Value of Donation (estimate provided by donor): [$ 4,070.00]

Short Description of Donated Item(s): [Cash / money donations]

Full/Detailed Description of Donated Item(s):

The Rotary Club of Menlo Park donated a total of
$4070.00 to be used in purchasing leveled books
within specific genres of C&I's choice to match +
for 3rd grade students at each school site.

Approvals

I have examined the item(s) which have been donated by the above named donor and have established that the donation(s) would be useful at our site and/or District Office.

Principal Signature: _Chris Wong_   **Date:** 4/8/19

Additional Approval Signatures:

Division Supervisor: _____

Chief Business Official: _____

Superintendent: _____

Notes: