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**INTEROFFICE MEMORANDUM**

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**TO:** DR. JAMES FRANCHINI, SUPERINTENDENT  
**FROM:** MICHAEL OUIMET  
**SUBJECT:** DONATION  
**DATE:** SEPTEMBER 9, 2019  
**CC:** BOARD OF EDUCATION

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Hudson Valley Community College has donated two (2) projectors valued at \$590 each to the High School Science Department. These projects will be used in Mr. Reddy's classroom.

I recommend the District accept this donation and publicly thank HVCC for their contribution. Please place this recommendation on the September 16, 2019 Board of Education agenda.

Please do not hesitate to contact me if you have any questions regarding this recommendation.