

RIDGE ROAD ELEMENTARY SCHOOL

To: Horseheads Board of Education
From: Anne-Marie Manikowski-Bailey
Re: Donation of School Entrance Signs
Date: February 15, 2017

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2

The Ridge Road PTO would like to donate two large welcome signs to be displayed on the main entrance and the bus entrance at Ridge Road. Members of the PTO have worked with Mr. Coghlan, Director of Facilities, to make sure the signs meet fire safety and insurance requirements.

I respectfully request that the Board of Education accept this donation of entrance welcome signs from the Ridge Road PTO.

Cc: Katy Buzzetti, Business Director