

GLASSBORO SCHOOL DISTRICT
Monthly Board Items

Updated 2/1/05

Date Submitted:
February 8, 2017

Proposed Effective Date:
TBD

Grade(s) impacted:
NA

Name:
Bernice Alibrando

Position/Item:
**Admin. Assistant for
Business Functions**

Submitted By:
Scott Henry

Building:
Beach

Proposed cost/amount:
\$50,000 Prorated

Funded through:
Local Funds

Hours/Days per wk:
7.5

Benefits: Y or N
(circle one)

Is candidate currently employed by District:
 No Yes

Is candidate a former employee:
 No Yes

(if yes, what position) HR Generalist
If yes, part time or full time (circle one)

Check references/review district personnel file?
 No Yes

Mrs. Alibrando will transfer from her current position of Human Resources Generalist to the Administrative Assistant for Business Functions position. Due to the combining of two positions into the Administrative Assistant for Business Functions, the salary will be \$50,000 to reflect the increased job responsibilities.

Positives:

Concerns:

Other Comments:

~~FOR OFFICE USE ONLY:~~

Board Date: _____

Approved: Y or N

Index #: _____