

Glassboro Public Schools



MEMO

To: Dr. Mark Silverstein, Superintendent of Schools

From: Danielle M. Sochor, Interim Director of Curriculum and Instruction

Date: February 11, 2020

Re: Action Memo
February 19, 2020 Board Meeting

Request Board approval for three mandatory CPR/AED classes for MERT members for 2019 2020 school year as follows:

Estimated cost for each class is \$437.50 (instruction cost) x 3 classes = \$1312.50 plus
CPR cards for 24 staff at \$10.00 per card = \$240.00

List of participants will be supplied at a later time.

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Mrs. Marian Dunn
School Nurse

Mr. Richard J. Taibi, Principal
Mrs. Joan Mannino, Secretary to the Principal

Mrs. Elizabeth Gomez
School Secretary

February 10, 2020

To: Danielle Sochor; Jennifer Johnson

From: Marian Dunn, R.N.

Hi Danielle and Jennifer

As discussed and approved last year, we will use Judee Tamaska, R.N. to provide our CPR classes for **MERT members** this year. Judee is a seasoned Registered Nurse, Substitute School Nurse and a Certified CPR/AED instructor and a dynamic presenter.

We had discussed costs last year, but here is the information again:

Please note that, there will be three classes this year in order to accommodate learning needs of our MERT team members. This is our year when we have a larger number of participants

Estimated cost for each class for 2019-2020 school year will be:

Judee's pay- sub pay x 1.5 days: \$262.50 (allows for lesson prep, picking up/cleaning/ return of equipment and cards, etc).

Nurse assist sub pay 1 day: \$175 (one school nurse will assist with class)

Cost of card - \$10 per participant

Total around \$437.50 (per class) for instruction costs + \$10 for each card.

Grand Total around \$1,312.50 + cost of cards for three classes and CPR cards. At the present time, there are 24 staff scheduled to participate- so that would be \$240.00 for cost of the cards.

It will once again be necessary for most of the participants to obtain subs so that they can participate in the mandatory training. Participants will be advised to obtain their own subs for this training

Please let me know if there are any questions or concerns related to plans listed above.
Thank you for your ongoing time and support.

Marian

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