



# MEMO

Date: May 10, 2018

To: Dr. Mark Silverstein, Superintendent

From: Jody Rettig

Re: April Project Report

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- Sports Hall of Fame
  - Created a spreadsheet of nominees names and shared it with the committee
  - Made phone calls to remind those without email of the April Meeting
  - Attended the meeting
  - Collected nominations
- Registration/PowerSchool Access
  - Sent school messenger regarding Rodgers Registration Open House
  - Attended Rodgers Registration Open House to assist parents with questions
  - Assisted callers with registration information
- Key Communicators
  - Identified a topic (Summer Learning) for next meeting
  - Explored availability of offsite locations for meeting
  - Reserved the Boys and Girls Club room for the June Meeting
- Budget
  - Reached out to Business Department and Chief Academic Officer for up-to-date figures and answers to questions
  - Revised Budget PowerPoint to include new information
  - Ran the Budget PowerPoint at the April BOE Meeting
- News Releases
  - BOE Honors Music Students from Bowe, GIS and GHS, BOE Recognizes Exxon Mobil Ambassador for Work in Schools, District Science Fair Winners (All Schools), Glassboro Crowns the 2018 Mr. Glassboro, GHS Music Students Visit Kimmel Center, GHS Honors Students of the Month, GHS National Art and Tri-M Music Society Inductions, Bowe Students Compete in Brainy, Book Battle, Bullock's Commitment to Reading as Demonstrated through Superhero Snow Day Make-up Reading Activities and Two-Week's of Read Across America Activities, Bullock PTO Handbag Bingo

- Shared assorted news via Facebook and the website
- Attended and took pictures at the Science Fair
- School Messenger
  - Rodgers Registration Open House (as previously mentioned)
  - Reminder: Full Day of School on April 6
- Local TV Channel Scrolling Ad
  - Bullock PTO Handbag Bingo