



## MEMO

Date: February 8, 2019

To: Dr. Mark Silverstein, Superintendent

From: Jody Rettig

Re: January Project Report

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### Key Communicator Survey

- Designed Key Communicator Survey
- Placed it on our district website
- Sent a School Messenger Announcement and a second reminder about the survey
- Accessed the graphed results of the survey, and reviewed with superintendent
- Took the most requested topic based on those survey results and began planning a meeting on that topic
- Rowan/Boro/District Partnership Meeting
  - Sent a meeting reminder and request for agenda items
  - Developed the agenda
  - Attended the partnership meeting
- Press Releases/Social Media
  - New BOE Members Begin Their Terms of Office, Glassboro BOE Selects President and Vice President, Glassboro Welcomes New Employees, Two Glassboro Schools Donate to Sidney Kimmel Center, Bowe Students Shine in Holiday Concert, Two Bowe Students Selected for Honors Concerts, Six GIS Students Selected for Olympic Honors Concert, Ten GHS Students Selected for Honors Concerts, Two Glassboro High School Students Honored for Leadership, Corey Clement Donates \$5,000 to GHS Football, GHS to Perform Mary Poppins, Teachers of the Year (on Facebook and Twitter), shared other assorted news on the District web, Facebook and Twitter
- Attended two BOE Meetings and an evening banner presentation for the soccer team
- Assisted with School Registrations