

# Glassboro Public Schools



## MEMO

Date: February 9, 2024  
To: Dr. Mark Silverstein, Superintendent  
From: Jody Rettig  
Re: January Project Report

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- School Messenger
  - All After School Activities Cancelled
  - Superintendent's January 25 Letter
  - Superintendent's January 4 Letter
- Press/Postings
  - Glassboro Cross Country Duo Awarded Certificate by Gloucester County Board of Commissioners, Gloucester County Board of Commissioners Issues Proclamation Honoring GHS FB Team and Coaches, New Employees Welcomed, GHS Student Performs in All SJ Symphonic Honors Band, Glassboro Olympic Honors Band Members, Glassboro Students Selected for 1/27 and 1/28 Choral Concert, Holiday Homecoming in Glassboro, GHS Sports Hall of Fame Requesting Nominations
  - Assorted Facebook Postings
- Acted as a liaison encouraging recognition of Glassboro students
- District/Borough/Rowan Partnership Meeting
  - Rescheduled meeting and requested agenda items for the meeting
- Strategic Plan Updates
  - Created January Update Templates for the Strategic Plan
  - Sent out requests for key individuals to update their plans
- Referendum
  - Updated the school community on the BOE approval for referendum project submission via the superintendent's letter
- Sports Hall of Fame
  - Developed and shared spreadsheet of inductee nominations with committee
  - Wrote and sent out press release requesting inductee nominations .
  - Attended Sports Hall of Fame Meeting

# *Glassboro Public Schools*

- Registration
  - Entered new students into PowerSchool
  - Attached registration documents
  - Answered registration questions from callers and community members who stopped by