

# Glassboro Public Schools



## MEMO

Date: November 3, 2023  
To: Dr. Mark Silverstein, Superintendent  
From: Jody Rettig  
Re: October Project Report

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- School Messenger
  - Superintendent's October 26 Letter
  - Superintendent's October 12 Letter
  - Invitation: GHS Open House
- Press/Postings
  - Hispanic Heritage Read-In, GHS Student Board Reps., Glassboro Welcomes New Employees, Glassboro Announces Homecoming Queen and Celebrates a Football Victory, GHS Powder Puff and Canned Goods Collection, Dorothy L. Bullock School Fifth Graders Mentor First Graders, Glassboro Kindergarten and Pre-K Students Stand for the 'I' in Kindness During Week of Respect Week
  - Assorted Facebook Postings
- Referendum Committee
  - Reviewed spreadsheet from architect
  - Attended meeting with architect and GPSD administrators
  - Set planning meeting
  - Set two tentative Referendum Citizens Advisory Committee Meetings
- Academies and GHS Open House
  - Included GHS open house/academy information in superintendent's letters and issued a school messenger invitation to parents to attend open house
  - Reached out to Bowe music teacher to enlist support in sharing information on the Performing Arts Academy with Bowe students
  - Created flyers; obtained approval from three private schools to send flyers home to parents of eighth graders; delivered flyers
  - Issued invitations to realtors to attend open house
  - Posted School Choice Academy information on Facebook

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- Academies and GHS Open House (continued)
  - Emailed parents of current School Choice Academy members to request that they share School Choice information with friends who might potentially be interested in applying to the School Choice Academies
  - Took academy pictures at Rowan
  - Sent in ad copy and pictures for NJ.com and Courier Post Online
  - Proofed ads
- Registration
  - Entered new students into PowerSchool
  - Attached registration documents
  - Answered registration questions from callers and community members who stopped by