

Glassboro Public Schools



MEMO

Date: June 5, 2025

To: Dr. Mark Silverstein, Superintendent

From: Jody Rettig

Re: May Project Report

- Employee ID pictures
 - Took employee photos for ID badges and sent to technology for processing
- Rowan and Borough Partnerships
 - Worked the technology for and attended the May Partnership Meeting
- School Messenger
 - Superintendent's May 6 Letter
 - Superintendent's May 30 Letter
- Press/Postings
 - Glassboro Students Make Lava Lamps with Rowan WINGS Club, TEBMS Inducts Students into NJHS, Glassboro Crowns a New Idol, DLB Hosts a Character Family Night
 - Assorted Facebook Postings – The hire of the new superintendent, prom, TEBMS People's Choice and NJHS Awards, JHR's designation as a National School of Character, Unified Track Meet, GHS Choir's music in the park award, etc.
- Attended and took pictures of district events such as concerts, art shows, meetings, and inductions
- Referendum
 - Met with Laura Bishop representative, BA, and technology to discuss referendum plans
 - Shared 2025 Glassboro voting locations with BA
 - Sent Laura Bishop representative district logos and pictures of referendum project areas, which were personally taken or shared with me earlier
- Registration
 - Answered registration questions from callers and community members who stopped by
 - Attached documents in the registration system