

Glassboro Public Schools



MEMO

To: Dr. Mark Silverstein, Superintendent of Schools

From: Dr. Robert Preston, Chief Academic Officer

Date: June 2, 2023

Re: Action Memo
June 15, Board Meeting

It is requested of the board to approve Alexandra Gredzinski for four days, June 19th to June 22nd, as a secretary trainee at the Dorothy L. Bullock School. This will provide training prior to beginning on July 1st due to the retirement of both secretaries as of June 30th. She will be paid the daily rate of \$144.78 for the hours totaling \$579.12.