



Dr. J. Manning Campbell


Superintendent of Schools

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 Mr. Christopher Bayer
 Mr. Michael McLymore
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 Asst. Superintendent, Elementary Curriculum & Instruction
 Asst. Superintendent, Exceptional Learners
 Asst. Superintendent, Human Resources
 Asst. Superintendent, Chief Information & Data Officer
 Asst. Superintendent, Finance/Chief Financial Officer
 Asst. Superintendent, Chief Equity Officer

March 13, 2024

This posting will close at 4 PM on Tuesday, April 2, 2024

TO: ALL BUILDINGS – PLEASE POST
 FROM: Michael McLymore 
 Assistant Superintendent, Human Resources

RE: INTERNAL POSTING-Extended School Year – ESYP 2024 – CSEA Support Staff

At the present time the District has the following vacancies for CSEA Staff:

PROGRAM	Location	Positions	Dates & TIME	# of Weeks & DAYS
Summer School Up	Gardnertown & Fostertown Schools	(4) School Monitors (4) Clerical	7/8/24 to 8/2/24 8:00AM-12:30PM	4 week program 5 days/week M-F
12 MO. Exceptional Learners		Teacher Aides - TBD	7/8/24-8/16/24 8:00AM-12:30PM	6 week program 5 days/week M-F
Middle School	NFA Main Campus	(3) School Monitors (2) Clerical	7/15/24 – 8/9/24 9:00AM – 1:30PM	4 week program 5 days/week M-F
12 MO. Exceptional Learners		Teacher Aides - TBD	7/8/24 – 8/16/24 8:00AM – 12:30PM	6 week program 5 days/week M-F
NEWCOMER ELL ACADEMY	NFA Main Campus	(7) School Monitors (2) Clerical Teacher Aides - TBD	7/15/24 – 8/9/24 9:00AM – 1:30PM	4 week program 5 days/week M-F
HS Course Recovery			7/15/24 – 8/9/24 9:00 AM – 1:30 PM	4 week program 5 days/week M-F
12 MO. Exceptional Learners			7/8/24 – 8/16/24 8:00AM – 12:30PM	6 week program 5 days/week M-F

Preference will be given to CSEA 10 month employees. *Clerical responsibilities will include payroll timesheet processing and working with Infinite Campus.

Application Process	Click on “ESYP Employment Opportunities” apply next to the corresponding Posting. Paper applications will not be accepted.
Interviews	All applicants must be interviewed prior to being Board approved. The tentative dates are: April 8 - (Location Board of Ed.) / April 9 - (Location Gidney Ave. School) / April 11 - (Location Board of Ed.) Interview times for all dates are 2:45 pm-5:45 pm. You may select a date and time during the application process.
Rate of pay	As per the CSEA contractual rates stated in the Collective Bargaining Agreement
Orientation	Mandatory participation in orientation on the following tentative dates & locations: Participation in the orientation sessions is mandatory on the following dates: ELEMENTARY PROGRAMS: June 27 & 28 2024, 8:30AM-12:30PM. You will be notified by email of the location. MIDDLE SCHOOL PROGRAMS: June 27 & 28 2024, 8:30AM-12:30PM at NFA Main. HIGH SCHOOL PROGRAMS: July 11 & 12, 2024, 8:30 AM-12:30 PM at NFA Main.