

NEWBURGH

ENLARGED CITY SCHOOL DISTRICT

Dr. J. Manning Campbell

Superintendent of Schools

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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

DATE: March 14, 2024 **Revision -- Program Start/End Time Change*

This posting will close at 4 PM on
Wednesday, April 3, 2024

MEMO: TO ALL SCHOOLS-PLEASE POST

FROM: Michael McLymore
Assistant Superintendent for Human Resources

RE: Internal Posting: **Balmville School Elementary After School Program – CSEA**

Anticipated Dates: April 30, 2024 – May 30, 2024

Anticipated Program Days/Hours: Tuesday-Thursday (*4:15 PM – *6:15 PM)

POSTING NAME	PROGRAM	# POSITIONS
BAL-CLER-ASP	Balmville School Elementary After-School Program	1-Clerical; 1 Sub Clerical (Position may be shared)
BAL-SEC-ASP	Balmville School Elementary After-School Program	1-Security Monitor; 1 Sub Security (Position may be shared)

Funding Source: ARP

Orientation: Monday, April 24 or 25, 2024 (4:15 pm – 6:15 pm)

REMUNERATION: As per the hourly rate according to the CSEA Collective Bargaining Agreement.

NOT TO EXCEED: (Clerical) 6 HOURS PER WEEK

NOT TO EXCEED: (Security) 7.5 HOURS PER WEEK

The elementary after-school program will be offered Tuesday - Thursday from 4:15pm – 6:15 pm for a total of 6 hours per week. Positions are contingent upon student enrollment and funding sources. Preference will be given to the employees working at the program location and certified teachers with most closely related experience to the given program curriculum. All eligible applicants are encouraged to apply. Participating in interviews and Board Approval does not guarantee program placement.

Internal candidates must respond online through the District's website, under the "DISTRICT" tab, under "Employment with the District" Click on 'APPLY' alongside of the posting.

Paper applications will not be accepted. **PLEASE DO NOT E-MAIL Mr. McLymore directly**

MM:sb