Dr. Jackielyn Manning Campbell Superintendent of Schools

NEWBURGH
ENLARGED CITY SCHOOL DISTRICT

Ms. Onyx Peterson	Deputy Superintendent
Dr. Elisa Correa-Soto	Asst. Superintendent, Secondary Curriculum & Instruction
Dr. Natasha Freeman-Mack	Asst. Superintendent, Student Support Services
Dr. Madeline Diamond	Asst. Superintendent, Human Resources
Mr. Joseph McGrath	Asst. Superintendent, Chief Information & Data Officer
Dr. Shannon O'Grady	Asst. Superintendent, Elementary Curriculum & Instruction
Ms. Kimberly Rohring	Asst. Superintendent, Finance/Chief Financial Officer
Ms. Michelle Mc Kitty-Bromley	Asst. Superintendent, Exceptional Learners

DATE: November 3, 2026 ***Revised to add position***

This posting will close at 4 PM on
Friday November 13, 2026
Re-Post

MEMO: TO ALL SCHOOLS-PLEASE POST

FROM: Dr. Madeline Diamond
Assistant Superintendent for Human Resources

RE: **Internal Vacancy(ies) - Saturday Academy- South Middle School -CSEA**

<u>*PLEASE NOTE CUSTODIAL STAFF WORKING AT OTHER LOCATIONS ARE ELIGIBLE TO APPLY AS LONG AS THIS PROGRAM DOES NOT CONFLICT WITH THEIR CONTRACTUAL WORK DAY.</u>

Program Dates: Oct. 10, 17, 24, 31/Nov. 7, 14/ Dec. 5, 12, 19 2026 /Jan. 9, 16, 23, 30/ Feb 6, 13, 27/ Mar. 6, 13, 20/ Apr. 10, 17 2027
Please note: Snow, inclement weather, or school closing days will not be made up.
Sub
<u>ANTICIPATED STAFF ORIENTATION DATES AND TIMES</u>: TBD

<u>ANTICIPATED INTERVIEW DATES</u>: TBD

<u>Applicants MUST hold NYS Certification in the area they are applying*</u>

Title	# of staff needed	Time/Dates	Miscellaneous Info: (requirements)
SAT-SMS-CUST	2- Custodians and/or ***Cleaners***; 2 – Sub Custodians and/or ***Sub Cleaners***	Saturdays 9:00 AM – 1:00 PM	Preference will be provided to custodians who are familiar with the students, staff and everyday operations of this building. Not to exceed 4 hours per week.

<u>Funding Source</u>: Federal- SIG Funds

<u>REMUNERATION:</u> As per the hourly contractual rate of the CSEA Collective Bargaining Agreement.

<u>NOT TO EXCEED:</u> 4 Hours Per Session Per Position

- **All staff <u>MUST</u> attend orientation and/or professional development.**

These positions may be shared. Contingent upon student enrollment, funding from the SIG Grant, and Board Approval.
Preference will be given to the employees currently working at South Middle School. Preference will also be given to teachers who can commit to all session dates. Participating in interviews and Board Approval does *not* guarantee program placement.

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

<u>PLEASE DO NOT E-MAIL directly to Dr. Diamond</u>. Paper applications will not be accepted.

MD:sb