

NEWBURGH

ENLARGED CITY SCHOOL DISTRICT


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Ms. Genieve Holder
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Asst. Superintendent, Student Support Services
Asst. Superintendent, Pre K - 2
Asst. Superintendent, Human Resources
Asst. Superintendent, Chief Information & Data Officer
Asst. Superintendent, Elementary Curriculum & Instruction
Asst. Superintendent, Finance/Chief Financial Officer
Asst. Superintendent, Exceptional Learners

DATE: February 4, 2026

MEMO: TO ALL SCHOOLS-PLEASE POST

FROM: Genieve Holder 
Assistant Superintendent for Human Resources

RE: Internal Vacancy(ies) - Saturday Academy- South Middle School
-Teachers, Teaching Assistants, Nurse, Administrator

ANTICIPATED START DATE: February 28, 2026

Program Dates: February 28/ March 7, 14, 21/ April 11, 18, 25/ May 2, 9, 16, 23, 30 2026

ANTICIPATED STAFF ORIENTATION DATES AND TIMES: February 28, 2026 8:00 AM - 12:00PM

ANTICIPATED INTERVIEW DATES: TBD

Applicants MUST hold NYS Certification in the area they are applying*

Title	# of staff needed	Time/Dates	Miscellaneous Info: (requirements)
SAT-SMS-TCHR	3- ELA Teachers 3- Math Teachers 3- ENL	Saturdays 8:00 AM – 12:00 PM	Preference will be given to teachers who work at SMS.
SAT- SMS-TA	10- Teaching Assistants	Saturdays 8:00 AM – 12:00 PM	Preference will be given to teaching assistants who work at SMS.
SAT-SMS-NRSE	1-Nurse	Saturdays 8:00 AM – 12:00 PM	Preference will be given to a nurse who works at SMS.
SAT-SMS-ADMN	1- Extended Learning Administrator (May be shared)	Saturdays 8:00 AM – 12:00 PM	Preference will be given to an Administrator who works at SMS Monday – Friday in the 25-26 school year.

Funding Source: SIG Grant

REMUNERATION: (Teachers & Nurse) As per Schedule "N" of the NTA Collective Bargaining Agreement

REMUNERATION: (Teaching Assistant) As per the hourly rate according to the NTA Collective Bargaining Agreement.

REMUNERATION: (Administrator) As per the hourly contractual rate of the NSAA Collective Bargaining Agreement.

NOT TO EXCEED: 4 Hours Per Session Per Position

- All staff MUST 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.

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.

PLEASE DO NOT E-MAIL directly to Ms. Holder. Paper applications will not be accepted.

GH:sp