

NEWBURGH

ENLARGED CITY SCHOOL DISTRICT

Ms. Onyx Peterson
 Dr. Elisa Correa-Soto
 Dr. Natasha Freeman-Mack
 Ms. Marcie Heywood
 Ms. Genieve Holder
 Mr. Joseph McGrath
 Dr. Shannon O'Grady
 Ms. Kimberly Rohring
 Ms. Michelle Mc Kitty-Bromley

Deputy Superintendent
 Asst. Superintendent, Secondary Curriculum & Instruction
 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: January 16, 2026

TO: TO ALL BUILDINGS— PLEASE POST

FROM: Genieve Holder 
 Assistant Superintendent of Human Resources

This posting will close at 4PM on
 Thursday, January 29, 2026

RE: **INTERNAL Vacancy (ies) – ELL Saturday Academy K-5**
-CSEA Clerical, Security, Custodian

Anticipated Time Frame: February 28, 2026 – May 02, 2026

Anticipated Dates: Saturdays – February 28 / March 7, 14, 21 / April 11, 18, 25 / May 2, 2026

Hours: 8:15 AM – 1:00 PM

Location: Gidney Avenue School

The Saturday Academy provides additional support to our K-5 ELLs. This program assists in the English language acquisition process; preparing students for the NYSESLAT and developing students' English literacy skills.

At the present time the district has the following **anticipated** vacancy (ies):

Title	# of staff needed	Program	Miscellaneous Info: (requirements)
ELL-CLER	1-Clerical 3-Sub Clerical	ELL Saturday Academy K-5	Clerical (may be shared) (Spanish speaker preferred) Not to exceed 60 hours (including prep hours before program starts)
ELL-SEC	1-Security 3- Sub Security	ELL Saturday Academy K-5	School Monitor (may be shared) (Spanish speaker preferred) Not to exceed 45 hours
ELL-CUST	1- Custodian 2- Sub Custodian	ELL Saturday Academy K-5	Custodian Not to exceed 65 hours

Funding Source: Title III Funds

REMUNERATION: As per the hourly contractual rate of the CSEA Collective Bargaining Agreement.

NOT TO EXCEED: (Clerical) 60 Hours Per Position

NOT TO EXCEED: (Security) 45 Hours Per Position

NOT TO EXCEED: (Custodian) 65 Hours Per Position

ORIENTATION: February 25, 2026 - 4:30 PM

Positions will depend on student enrollment/attendance. This a Title III grant funded initiative, and it is contingent upon final approval and availability of funding from the NYS Education Department. Preference may be given to staff working at the program location.

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 email Ms. Holder. Paper applications will not be accepted. Minority/Bilingual Candidates encouraged to apply.

GH:sp