

Ms. Onyx Peterson  
Ms. Mary Ellen Leimer  
Dr. Elisa Correa-Soto  
Dr. Shannon O'Grady  
Mr. Christopher Bayer  
Ms. Marcie Heywood  
Ms. Genieve Holder  
Mr. Joseph McGrath  
Ms. Kimberly Rohring  
Dr. Natasha Freeman-Mack

Deputy Superintendent  
Interim Associate Superintendent of Schools  
Asst. Superintendent, Secondary Curriculum & Instruction  
Asst. Superintendent, Elementary Curriculum & Instruction  
Asst. Superintendent, Exceptional Learners  
Asst. Superintendent, Pre K - 2  
Asst. Superintendent, Human Resources  
Asst. Superintendent, Chief Information & Data Officer  
Asst. Superintendent, Finance/Chief Financial Officer  
Asst. Superintendent, Chief Equity Officer

DATE: June 26, 2025  
MEMO: TO ALL SCHOOLS- PLEASE POST  
FROM: Mary Ellen Leimer  
Interim Associate Superintendent of Schools

This posting will close at 4:00PM  
Saturday, July 5, 2025

RE: Internal Posting – The “Hope Project” (Helping Others to Participate and Excel) Scholar & Caregiver Program- Summer Session - “Hope Project Scholar Institute” - CSEA

**Dates/Times:** Elementary Program – August 4 – 28, 2025 / Monday through Thursday / 8:30 am – 12:30 pm  
Secondary Program – August 18 – 28, 2025 / Monday through Thursday / 8:30 am – 12:30 pm

To create a “brave and safe space” and develop a McKinney-Vento resource toolkit for scholars to grow in self-awareness and how to implement strategies and tools which facilitate self-regulation to support their social, emotional, and physical well-being regardless of their current situation.

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

Title	# of staff needed	Miscellaneous Info: (requirements)
CSEA	1 – Clerical (May be shared) - Bilingual Preferred ; 1-Sub	Perform clerical duties, create forms, ensure adequate copies of materials needed for each program session, and make phone calls to parents, and bus companies. Preference is given to individuals with knowledge of the district transportation process.  Positions will depend on student enrollment/attendance. This is an expanded learning opportunity designed to provide academic support  (1 Clerical) to support both K-5 McKinney Vento scholars during the month of August 4th-28th Mon - Thurs 8:30 am to 12:30 pm(students will attend 9am-12 noon) and to support the 6-8 McKinney Vento scholars during the month of August 18th-28th Mon - Thurs 8:30am-12:30pm.(students will attend from 9am-12 noon)
CSEA	3 – School Security Monitors (Position may be shared) ; 2-Subs	School monitors will support K-5 McKinney Vento scholars during the month of August 4th-28th Mon - Thurs 8:30 am to 12:30 pm(students will attend 9am-12 noon) and will also support the 6-8 McKinney Vento scholars during the month of August 18th-28th Mon - Thurs 8:30am-12:30pm.(students will attend from 9am-12 noon)

**Funding Source: McKinney Vento One Year Grant**

Positions will depend on student enrollment/attendance. This is an expanded learning opportunity designed to provide academic support.

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**Compensation** – As per the hourly rate according to the CSEA Collective Bargaining Agreement.

**NOT TO EXCEED 4 HOURS PER DAY**

- **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.
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Paper applications will not be accepted. **PLEASE DO NOT EMAIL Ms. Leimer directly**

MEL: sb