

NEWBURGH
ENLARGED CITY SCHOOL DISTRICT

Dr. Lisa Buon

Acting Superintendent of Schools

Ms. Onyx Peterson
Ms. Mary Ellen Leimer
Dr. Elisa Correa-Soto
Dr. Shannon O'Grady
Mr. Christopher Bayer
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, Chief Information & Data Officer
Asst. Superintendent, Finance/Chief Financial Officer
Asst. Superintendent, Chief Equity Officer

DATE: April 10, 2025
MEMO: TO ALL SCHOOLS, PLEASE POST
FROM: Mary Ellen Leimer
Interim Associate Superintendent for Schools
RE: Anticipated Internal Posting – NY GEAR UP – Chaperone – Washington D.C.
Trip Dates: May 5-7, 2025 to Washington D.C.

This posting will close at 4 PM on
Monday, April 14, 2025
Not holding to the 10 days

***Individuals must hold valid NYS Certification for the position for which they are applying.**

| Title | # of Positions | Miscellaneous Info: (requirements) |
|-----------|-------------------------|--|
| NTA-GEAR | 1- School Counselor | Preference will be given to a School Counselor who has supported GEAR UP program, assisted on trips with students and is familiar with the focus of College and Career readiness within the GEAR UP grant. |
| COOR-GEAR | 1 – Gear Up Coordinator | GEAR UP Coordinator to attend overnight GEAR UP HBCU trip to Washington, DC. |

Funding Source: NY GEAR UP Grant

**All positions are contingent upon enrollment and funding.
In the event of school closing or inclement weather the dates will not be made up.**

**NTA REMUNERATION: As per the salary rate for hours worked per the contractual work day.
NTA REMUNERATION: As per the contractual Chaperone rate for hours worked over the contractual work day hours.**

NOT TO EXCEED: (NTA) 8 Hours per day over the NTA daily contractual hours.

**GEAR UP COORDINATOR REMUNERATION: As per the hourly rate.
NOT TO EXCEED: 8 Hours per day over the Gear Up Coordinator's daily hours.**

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

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

MEL: sb