



Dr. Jackielyn Manning Campbell Superintendent of Schools

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Ms. Genieve Holder
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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: March 2, 2026
MEMO: TO ALL SCHOOLS- PLEASE POST
FROM: Genieve Holder, Assistant Superintendent for Human Resources
RE: Internal Vacancy(ies) - Saturday Academy- South Middle School - Administrator
ANTICIPATED START DATE: March 14, 2026
Program Dates: March 14, 21/ April 11, 18, 25/ May 2, 9, 16, 23, 30 2026

This posting will close at 4 PM on Friday, March 6, 2026
Re-Post
Not holding to the 10 days

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*

Table with 4 columns: Title, # of staff needed, Time/Dates, Miscellaneous Info: (requirements). Row 1: SAT-SMS-ADMN, 2- 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: (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:sb