




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

Deputy Superintendent
Asst. Superintendent, Secondary Curriculum & Instruction
Asst. Superintendent, Elementary Curriculum & Instruction
Asst. Superintendent, Exceptional Learners
Interim Asst. Superintendent, Human Resources
Asst. Superintendent, Chief Information & Data Officer
Asst. Superintendent, Finance/Chief Financial Officer
Asst. Superintendent, Chief Equity Officer

DATE: January 7, 2025
MEMO: TO ALL SCHOOLS – PLEASE POST
FROM: Mary Ellen Leimer 
Interim Assistant Superintendent for Human Resources
RE: Anticipated Vacancy – School Monitor – 2024-2025 School Year

This posting will close at 4 PM on
Wednesday, January 22, 2025

At the present time the District has the following anticipated vacancy for the 2024-2025 school year:

| Posting Name | # Positions | Location | Days/Time |
|--------------|------------------|----------|--|
| SMON-029 | 1-School Monitor | District | Monday through Friday/Flexible hours including evenings. |

Requirements:

- 8 hour and 16-hour course completion certificate
 - Security License
 - High School Diploma or GED
 - **Must submit proof of all of the above requirements.**
- **Internal applicants must** submit a current resume and letter of interest to:
Office of Human Resources, 124 Grand St. Newburgh, NY 12550 **OR** FAX to: 563-3468
 - **External applicants** must respond via the OLAS Web Site (www.olasjobs.org) on or before the above closing date.
 - **PLEASE DO NOT E-MAIL directly to Ms. Leimer.** Please use the ‘Letter of Interest’ template found on the district’s web-site (www.newburghschools.org) under the District tab “Employment in the District”

MEL:tc