

# SCHOOL ADMINISTRATIVE UNIT 50

48 POST ROAD  
GREENLAND, NH 03840  
(603) 422-9572  
FAX (603) 422-9575

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GREENLAND CENTRAL SCHOOL  
70 POST ROAD  
GREENLAND, NH 03840  
(603) 431-6723  
FAX (603) 430-7683

MAUDE H. TREFETHEN SCHOOL  
CRANFIELD STREET  
NEW CASTLE, NH 03854  
(603) 436-5416  
FAX (603) 427-1918

NEWINGTON PUBLIC SCHOOL  
133 NIMBLE HILL ROAD  
NEWINGTON, NH 03801  
(603) 436-1482  
FAX (603) 427-0692

RYE ELEMENTARY SCHOOL  
461 SAGAMORE ROAD  
RYE, NH 03870  
(603) 436-4731  
FAX (603) 431-6702

RYE JUNIOR HIGH SCHOOL  
501 WASHINGTON ROAD  
RYE, NH 03870  
(603) 964-5591  
FAX (603) 964-3881

## Notice of Vacancy Beginning September, 2018

**Role/Title:** Minute Taker for Rye School Board

**Hours of Work:** To attend the monthly Rye School Board meeting to take notes and prepare minutes

**Salary:** \$40 per hour (for actual time spent at meeting)

The Minute Taker is responsible for attending Rye School Board meetings and taking accurate electronic minutes of the discussions and motions. There is an expectation that the minutes will be circulated to the Board Chair and Superintendent within one week of the meeting and all additional time following the meeting to transcribe notes to minutes will be included with the hourly rate of attendance at the meeting.

Please submit letter of intent to: Salvatore Petralia  
Superintendent of Schools  
School Administrative Unit 50  
48 Post Road  
Greenland, NH 03840  
[spetralia@sau50.org](mailto:spetralia@sau50.org)

EOE

Position will be posted until filled