



**Berne-Knox-Westerlo Central School District**  
1738 HELDERBERG TRAIL · BERNE, NEW YORK 12023

Bonnie Kane, Superintendent (518) 872-1293  
<http://www.bkwschools.org>

Business Office · (518) 872-0909 · Fax: (518) 872-0341  
Secondary School Office · (518) 872-1482 · Fax: (518) 872-2083  
Elementary Office · (518) 872-2030 · Fax: (518) 872-2031  
Special Education Office · (518) 872-0945 · Fax: (518) 872-5277

**BOARD OF EDUCATION**  
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## **POSITION OPENING**

### **Administrative Assistant I**

Salary and Appointment as per CSEA Contract

Starting Date - ASAP

Send Resume and Application to:  
Bonnie Kane, Superintendent of Schools  
Berne-Knox-Westerlo Central School District  
1738 Helderberg Trail  
Berne, NY 12023  
(518) 872-1293

Applications and Resumes accepted until 9/10/24

Applicants are considered for all positions without regard to race, color, religion, gender, national origin, age, marital or veteran status, or disability.

Posted: August 27, 2024  
Internal Posting

**District Mission Statement:**

The B-K-W CSD will provide an environment that fosters the creative, emotional, intellectual, and physical well-being of each student in order to enable a mastery of the curriculum and a life-long learning capability to meet the challenges of the future.