

HARRISVILLE CENTRAL SCHOOL
14371 PIRATE LANE
Harrisville, NY 13648

SUBJECT: Standard Work Day
DATE: July 10, 2023

REASON FOR BOARD CONSIDERATION:

Meet the requirements of the New York State Retirement System.

FACTS:

A standard work day for retirement reporting purposes cannot be set at less than six hours per day or more than eight hours per day.

ANALYSIS AND CONCLUSION:

Since the Superintendent of Schools has submitted the following standard work days:

Position	Work Week	Standard Work Day	ERS / TRS
Superintendent of Schools	Five day work week	8 hour standard work day	TRS 12 mo. – 240 days
Building Principal	Five day work week	8 hour standard work day	TRS 12 mo. – 240 days
Sup't of Building & Grounds/Head Custodian	Five day work week	8 hour standard work day	ERS 12 mo. – 260 days
Transportation Supervisor	Five day work week	8 hour standard work day	ERS 12 mo. – 260 days
Cafeteria Supervisor	Five day work week	8 hour standard work day	ERS 10 mo.- 200 days
School Nurse	Five day work week	8 hour standard work day	ERS 10 mo. - 200 days
Secretary to the Superintendent	Five day work week	8 hour standard work day	ERS 12 mo. – 260 days
Keyboard Specialist – 12 mo	Five day work week	8 hour standard work day	ERS 12 mo. – 260 days
Keyboard Specialist – 11 mo	Five day work week	8 hour standard work day	ERS 11 mo. – 240 days
Bus Driver	Five day work week	6 hour standard work day	ERS 10 mo. - 200 days
Mechanic/Mechanic Helper	Five day work week	8 hour standard work day	ERS 12 mo. – 260 days
Bus/School Monitor	Five day work week	6 hour standard work day	ERS 10 mo. – 180 days
Maintenance Helper	Five day work week	8 hour standard work day	ERS 12 mo. – 260 days
Cleaner	Five day work week	7 hour standard work day	ERS 12 mo. – 260 days
Food Service Worker	Five day work week	6 hour standard work day	ERS 10 mo. - 200 days
Teacher/Library Aide	Five day work week	7.25 hour standard work day	ERS 10 mo. – 180 days
CIO	Five day work week	7.25 hour standard work day	ERS 10 mo. – 180 days
Title 1	Five day work week	7.25 hour standard work day	ERS 10 mo. – 180 days
Central Treasurer	Five day work week	8 hour standard work day	ERS 10 mo. - 180 days
CSE Support Class of Employees	Five day work week	8 hour standard work day	ERS 10 mo. - 180 days
District Treasurer	Five day work week	8 hour standard work day	ERS 12 mo. – 260 days
Data District Coordinator	Five day work week	7.25 hour standard work day	ERS 11 mo. – 240 days
IT Director	Five day work week	8.0 hour standard work day	ERS 12 mo. – 260 days
Curriculum Coordinator	Five day work week	8.0 hour standard work day	TRS 10 mo. – 200 days
Prevention Counselor Educator/School Counselor Assistant	Five day work week	7.25 hour standard word day	ERS 10 ms. – 200 days

RECOMMENDED ACTION:

Upon presentation and recommendation by Robert Finster, Superintendent of Schools, motion made by _____ and seconded by _____, that the Board of Education approve the above standard work days to meet the requirement of the New York State Retirement System.

FOR PRESENTATION TO THE BOARD:

Robert Finster, Superintendent

Date