HARRISVILLE CENTRAL SCHOOL
14371 PIRATE LANE
Harrisville, NY 13648

SUBJECT: Standard Workday
DATE: October 13, 2026

REASON FOR BOARD CONSIDERATION:
Meet the requirements of the New York State Retirement System.

FACTS:
A standard workday 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 workdays:

Position	Work Week	Standard Workday	ERS / TRS
Building Principal	Five-day work week	8-hour standard workday	TRS 12 mo. – 240 days
Bus Driver	Five-day work week	6-hour standard workday	ERS 10 mo. - 200 days
Bus/School Monitor	Five-day work week	6-hour standard workday	ERS 10 mo. – 180 days
Cafeteria Supervisor	Five-day work week	8-hour standard workday	ERS 10 mo.- 200 days
Central Treasurer	Five-day work week	8-hour standard workday	ERS 10 mo. - 180 days
Cleaner	Five-day work week	7-hour standard workday	ERS 12 mo. – 260 days
CIO	Five-day work week	7.25-hour standard workday	ERS 10 mo. – 180 days
Cook/Manager	Five-day work week	8-hour standard workday	ERS 11 mo. – 240 days
Counselor	Five-day work week	7.25-hour standard workday	TRS 10 mo. – 200 days
CSE Support Class of Employees	Five-day work week	8-hour standard workday	ERS 10 mo. - 180 days
Curriculum Coordinator	Five-day work week	8-hour standard workday	TRS 10 mo. – 200 days
Data District Coordinator	Five-day work week	7.25-hour standard workday	ERS 11 mo. – 240 days
District Treasurer	Five-day work week	8-hour standard workday	ERS 12 mo. – 260 days
Food Service Worker	Five-day work week	6-hour standard workday	ERS 10 mo. - 200 days
IT Director	Five-day work week	8-hour standard workday	ERS 12 mo. – 260 days
Keyboard Specialist – 12 mo.	Five-day work week	8-hour standard workday	ERS 12 mo. – 260 days
Keyboard Specialist – 11 mo.	Five-day work week	8-hour standard workday	ERS 11 mo. – 240 days
Maintenance Helper	Five-day work week	8-hour standard workday	ERS 12 mo. – 260 days
Mechanic/Mechanic Helper	Five-day work week	8-hour standard workday	ERS 12 mo. – 260 days
Prevention Counselor Educator/School Counselor Assistant	Five-day work week	7.25-hour standard word day	ERS 10 mo. – 200 days
School Nurse	Five-day work week	8-hour standard workday	ERS 10 mo. - 200 days
Secretary to the Superintendent	Five-day work week	8-hour standard workday	ERS 12 mo. – 260 days
Student Laborer	Five-day work week	8-hour standard workday	ERS 12 mo. – 260 days
Supt. of Building & Grounds/Head Custodian	Five-day work week	8-hour standard workday	ERS 12 mo. – 260 days
Superintendent of Schools	Five-day work week	8-hour standard workday	TRS 12 mo. – 240 days
Teacher	Five-day work week	7.25-hour standard workday	TRS – 10 mo. – 200 days
Teacher/Library Aide	Five-day work week	7.25-hour standard workday	ERS 10 mo. – 180 days
Teaching Assistant	Five-day work week	7.25-hour standard workday	TRS – 10 mo. – 200 days
Title 1	Five-day work week	7.25-hour standard workday	ERS 10 mo. – 180 days
Transportation Supervisor	Five-day work week	8-hour standard workday	ERS 12 mo. – 260 days
Vocational/Regular Driver	Five-day work week	8-hour standard workday	ERS 10mo. – 200 days

RECOMMENDED ACTION:

Upon presentation and recommendation by Robert Finster, Superintendent of Schools, motion made by Heidi McIntosh and seconded by Kathy Felio, that the Board of Education approve the above standard workdays to meet the requirement of the New York State Retirement System.

FOR PRESENTATION TO THE BOARD:

Robert Finster, Superintendent

10/13/2026
Date