

Received Date

Standard Work Day Resolution for Employees*

Please type or print clearly
in blue or black ink

Employer Location Code

7	2	1	1	2
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See Instructions for completing form on reverse side

RS 2418

(Rev.05/22)

BE IT RESOLVED, that the Herkimer Central School District, Location code 72112, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Title	Standard Work Day (Hrs/day)
Account Clerk	8
Cleaner	8
Custodian	8
Groundsman	8
Lunch Aide	6.5
Nurse	8
School Business Manager	8
Page 1 of 2	

On this _____ day of _____, 20__

_____ Date enacted: _____
 (Signature of Clerk)

I, _____, clerk of the governing board of the _____
 (Name of Employer)

of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board, at a legally convened meeting held on the _____ day of _____, 20__ on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

I further certify that the full board, consists of _____ members, and that _____ of such members were present at such meeting and that _____ of such members voted in favor of the above resolution.

IN WITNESS WHEREOF, I hereunto
Set my hand and the seal of the

_____ (Name of Employer)

(seal)

*To be used for all employees. Please list Elected and Appointed Officials on the form Standard Workday and Reporting Resolution for Elected and Appointed Officials (RS2417-A).

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RS 2418

(Rev.05/22)

BE IT RESOLVED, that the Herkimer Central School District, Location code 72112, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Title	Standard Work Day (Hrs/day)
Secretary	8
Senior Microcomputer Specialist	8
Temporary Student Worker	6
Teacher Aide	6.5
Treasurer	8
Typist	7
Page 2 of 2	

On this 21 day of August, 2024

Gina McKernan Date enacted: August 21, 2024
 (Signature of Clerk)

I, Gina McKernan, clerk of the governing board of the Herkimer Central School District
 (Name of Employer)

of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board, at a legally convened meeting held on the 21 day of August, 2024 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

I further certify that the full board, consists of 7 members, and that 6 of such members were present at such meeting and that 6 of such members voted in favor of the above resolution.

IN WITNESS WHEREOF, I hereunto
Set my hand and the seal of the

Herkimer Central School District
 (Name of Employer)

(seal)

*To be used for all employees. Please list Elected and Appointed Officials on the form Standard Workday and Reporting Resolution for Elected and Appointed Officials (RS2417-A).

For important information and instructions – See Back Page