



SPENCERPORT CENTRAL SCHOOL DISTRICT

Office of Human Resources

71 Lyell Ave. - Spencerport, NY 14559

JAMIE LISSOW

Asst. Superintendent
for Human Resources

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To: Kristin Swann, Superintendent of Schools
Board of Education

From: Jamie Lissow, Asst. Superintendent for Human Resources

Date: July 12, 2022

Re: Standard Work Day for ERS Positions

BE IT RESOLVED, that the Spencerport School District, Location code 7621, 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)
Accompanist	6
Assistant Cook	6
Assistant Personnel Analyst	8
Asst. Supervisor Building Maintenance	8
Bus Attendant	6
Bus Dispatcher	8
Bus Driver	6
Bus Driver Trainer	6
Bus Operations Expediter	8
Census Taker	6
Cleaner	8
Communications Assistant	8
Computer Application Specialist	8
Computer Support Assistant	8
Continuing Education Coordinator	8
Cook Manager	6
Courier	8
Custodian	8
Data Liaison Specialist	8
Data Management Specialist	8

Our Mission is to educate and inspire each student to love learning, pursue excellence and use knowledge, skills and attitudes to contribute respectfully and confidently to an ever-changing global community.

SPENCERPORT CENTRAL SCHOOL DISTRICT

Director of District Support Operations	8
Director of Facilities	8
Director of Food Service	8
Director of Personnel	8
Director of Security	8
Director of Transportation	8
Drug and Alcohol Counselor/Schools	7.5
Food Service Helper	6
Grounds Equipment Operator	8
Head Auto Mechanic	8
Head Bus Driver	8
Head Grounds Equipment Operator	8
Help Desk Intranet Coordinator	8
Information & Computer Systems Operator	7.5
Information Service Business Analyst	8
Licensed Practical Nurse	6
Lifeguard	6
Maintenance Mechanic I	8
Maintenance Mechanic II	8
Maintenance Mechanic III	8
Mechanic	8
Mechanics Helper	8
Network Administrator	8
Network Technician	8
Nurse	7.75
Nurse Practitioner	7.75
Occupational Therapist	7.5
Office Account Clerk	7.5
Office Clerk III	7.5
Office Clerk III Part Time NC	6
Office Clerk IV	7.5
Payroll Clerk	7.5
Payroll Supervisor	8
Personnel Analyst	8
Physical Therapist	7.5
School Aide	6
School District Auditor-Part-time	6
Secretary II	8
Security Worker	6
Sr. Auto Mechanic	8
Sr. Duplicating Machine Operator	8
Sr. Network Tech.	8
Student Helper	6

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Substitute Calling Clerk	7.5
Superintendent Secretary	8
Teacher Aide	6
Theater Production Assistant	6
Treasurer	8
Vocational Rehabilitation Counselor	7.5

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