



Office of the New York State Comptroller  
 New York State and Local Retirement System  
 Employees' Retirement System  
 Police and Fire Retirement System  
 110 State Street, Albany, New York 12244-0001

# Standard Work Day and Reporting Resolution for Elected and Appointed Officials

RS 2417-A  
 (Rev. 8/15)

BE IT RESOLVED, that the Tri-Valley CSD (Name of Employer) 174812 (Location Code) hereby establishes the following standard work days for these titles and

will report the officials to the New York State and Local Retirement System based on their record of activities:

Title	Standard Work Day (Hrs/day) Min. 6 hrs Max. 8 hrs	Name (First and Last)	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term Begin & End Dates (mm/dd/yy-mm/dd/yy)	Record of Activities Result*	Not Submitted (Check only if official did not submit their Record of Activities)
<b>Elected Officials</b>								
					<input type="checkbox"/>			<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>
<b>Appointed Officials</b>								
Dist. Clerk	8	NORMA PENNA	1108	3972111-3	<input type="checkbox"/>	7/1/17-6/30/18	Y	<input type="checkbox"/>
Treasurer	8	KIMBERLY DECKER	9705	4111286-3	<input type="checkbox"/>	7/1/17-6/30/18	Y	<input type="checkbox"/>

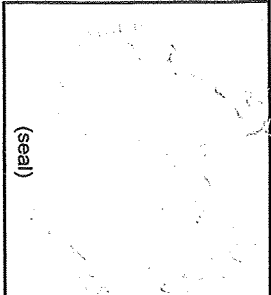
**SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE**

I, NORMA PENNA (Name of secretary or clerk), secretary/clerk of the governing board of the Tri-Valley CSD (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 6<sup>th</sup> day of July, 2017 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Tri-Valley CSD (Name of Employer) on this 11<sup>th</sup> day of July, 2017.  
NORMA PENNA (Signature of the secretary or clerk)

Affidavit of Posting: I, NORMA PENNA (Name of secretary or clerk), being duly sworn, deposes and says that the posting of the Resolution began on 7/11/17 (Date) and continued for at least 30 days. That the Resolution was available to the public on the

Employer's website at \_\_\_\_\_  
 Official sign board at \_\_\_\_\_  
 Main entrance secretary or clerk's office at Administration Building  
Tri-Valley CSD





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# Standard Work Day Resolution for Employees\* RS 2418 (Rev. 7/11)

BE IT RESOLVED, that the Tri-Valley CSD, Location code 74812, 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:

Pg. 1 of 2

Title	Standard Work Day (Hrs/day)
Account Clerk	7.5
Typist	7.5
Cleaner	7.5
maintenance	7.5
LAN Technician	7.5
Receptionist	7.5
Student Services Liaison	7.5
Confidential Secretary	7.5

On this 11<sup>th</sup> day of July, 2017

Norma Peña  
 (Signature of clerk)

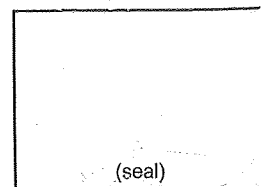
Date enacted: July 6, 2017

I, NORMA PEÑA, clerk of the governing board of the Tri-Valley CSD  
 (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 6<sup>th</sup> day of July, 2017 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 have hereunto  
 Set my hand and the seal of the  
Tri-Valley CSD  
 (Name of Employer)



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

See Instructions for Completing Form on Back



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# Standard Work Day Resolution for Employees\*

## RS 2418

(Rev. 7/11)

BE IT RESOLVED, that the \_\_\_\_\_, Location code \_\_\_\_\_, 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:

*Pg. 2 of 2*

Title	Standard Work Day (Hrs/day)
Teacher Aide	6.5
Teacher Aide	6.75
Teacher Aide	7.0
Teacher Aide	7.5
Courier	7.5

On this 11<sup>th</sup> day of July, 2017

Norma Peña  
(Signature of clerk)

Date enacted: July 6, 2017

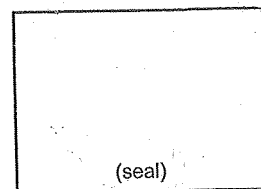
I, NORMA PEÑA, clerk of the governing board of the Tri-Valley CSD  
(Name of Employer)

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 6<sup>th</sup> day of July, 2017 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 have hereunto  
 Set my hand and the seal of the

Tri-Valley CSD  
(Name of Employer)



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

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