



STEVEN CARLING, ACTING CHIEF
Human Resources
Rochester City School District
131 West Broad Street
Rochester, New York 14614
www.rcsdk12.org

August 21, 2020

Dear Members of the Board of Education Non-Teaching Employees Group,

As we prepare to return to school, I want to share some information regarding start dates for 10-month employees.

Employee Groups	Return-to-Work Dates	Notes
School Sentries	Monday, August 24	See separate mailing from OSS for further information
Transportation staff (other than Clerical)	Wednesday, September 9	See separate communication from Transportation for further information
10-month Clerical staff	Monday, August 31	Contact supervisor for reporting requirements
All other 10-month staff	Tuesday, September 8	Contact supervisor for reporting requirements
All Food Service staff (including managers)	Tuesday, September 8	Food Service will contact employees for further information

If you have any questions, please contact your supervisor directly.

Sincerely,

Steven Carling
Acting Chief of Human Resources