

Wayland-Cohocton Central School

MISSION: To ensure high levels of learning for all students.

VISION: To continuously develop our capacity to function as a collaborative culture.

Excellence Starts Here!

BOARD OF EDUCATION CANDIDACY PACKET 2023-2024



Due on Monday, April 17, 2023





To: Prospective Candidates for the Board of Education
From: Kathryn Gelser, Secretary to the Superintendent/District Clerk
Date: March 28, 2023
Re: Filing Deadlines and Procedures Relating to Running for a Seat on the Board of Education

This memo is to inform you of various procedures relating to running for a seat on the Wayland-Cohocton Central School District Board of Education. The annual budget vote and school board election will be held on Tuesday, May 16, 2023. This year, there are two (2) five (5) year board seats (term is: July 1, 2023 – June 30, 2028).

Included in this packet are the documents related to running for a seat on the Wayland-Cohocton Central School District Board of Education.

All documents must be returned by **Monday, April 17, 2023** in order to be eligible to have your name placed on the ballot of the 2023-2024 budget vote and school board election.

Enclosed Documents:

School Board Qualifications and Responsibilities - Wayland-Cohocton CSD and NYS School Board Association pamphlets that give an overview of the roles and responsibilities associated with being a school board member.

Candidates Information Sheet - Your information and photo will be included in the District Budget newsletter and will also be listed on the District website. ***** Please complete the Biography Form and return to the District Office, or by email to Kathryn Gelser at kgelser@wccsk12.org. Remember to include a clear photo (headshot) of yourself on a background free of any distraction.***

Affidavit of Qualification - To qualify for a seat on the school board, an individual must meet various criteria. Please read and return the affidavit to the District Office.

Nominating Petition - The enclosed nominating petition must contain the signatures of 28 qualified Wayland-Cohocton district voters. Your petition may be submitted on any business day between the hours of 8:00A.M. to 5:00P.M., as soon as you have acquired the necessary 28 signatures. Per New York State Education Law, **your petition must be submitted by 5:00P.M. on Monday, April 17, 2023**, which is 30 days before the May 16, 2023 School Board Election/Budget Vote **(Please call the District office at (585) 213-4303 before you drop your petition off to make sure I am in the office).**



Candidates Campaign Finances Reporting - Please carefully read the information below regarding the reporting of expenditures and contributions. Then return the three documents to the District Office.

If a school board candidate's campaign expenditures exceed \$500, the candidate must file a sworn statement with both the Election Clerk and the Commissioner of Education itemizing their expenditures and contributions received (§1528-1531). This statement must list the amounts of all money or other valuable things paid, given, expended or promised by the candidate, or incurred for or on the candidate's behalf with his or her approval (§1528).

Contribution statements shall include the dollar amount of any donation or the fair market value of any contribution which is other than money, and the name, and address of the donor. If the donor is a political committee as defined in Election Law §14-100, the statement shall include the name of and the political unit represented by the committee, the date of receipt of the donation, the dollar amount of every expenditure, the name and address of the person to whom it was made, and the date thereof (§1528(1)(b)).

A candidate who spends \$500 or less is only required to file sworn statements with the District Clerk indicating this to be the case (§1528). No other campaign expenditure statement is required. An initial statement must be filed at least 30 days before the election, a second statement must be filed on or before the fifth (5) day preceding the election and a final statement must be filed within twenty (20) days after the election (§1529(1)). The statement must cover the period up to and including the day next preceding the day specified for the filing of the statement (§ 1529(2)). If any contribution in excess of \$1,000 is received after the close of the period to be covered in the last statement filed before the election, that contribution must be reported within 24 hours of its receipt (§ 1529(2)).

Additional Information:

The annual budget vote and school board election will be held on **Tuesday, May 16, 2023** from 10:00A.M. to 8:00P.M..

A drawing for the order of candidate name placement on the ballot will be held on **Wednesday, April 19, 2023 at 9:00A.M.** in the Business Office. I will inform all board candidates of the ballot placement if you are not present during the drawing.

Education Law prohibits electioneering on the day of the election within a 100-foot zone measured from the entrance to the polling place. You may enter the 100-foot zone if you wish to enter the building/ polling place for any reason other than electioneering.

If you have any questions, please feel free to contact the District Office at (585) 213-4303.



WAYLAND-COHOCTON CENTRAL SCHOOL DISTRICT
AFFIDAVIT OF QUALIFICATION BOARD OF EDUCATION MEMBER

I, _____, do declare and affirm that I meet the qualifications to hold the position of member of the Wayland-Cohocton Central School District Board of Education. These qualifications, as prescribed by law, are that I:

- Am able to read and write.
- Am a qualified voter of the district; that is, a citizen of the United States, at least 18 years of age or older, and not adjudged to be an incompetent. (Note: a convicted felon is barred from running for a seat on a board of education if his or her maximum prison sentence has not expired or if he or she has not been pardoned or discharged from parole).
- Am and have been a resident (but need not be a taxpayer) of the district for a continuous and uninterrupted period of at least one year immediately before the election.
- Have not been removed from any school district office within the preceding year.
- Do not reside with another member of the same school board as a member of the same family.
- Am not a current employee of the school board.

Signature

Signature Sworn to before me this _____ day of _____, 20_____

Notary Public



WAYLAND-COHOCTON CENTRAL SCHOOL DISTRICT
NOMINATING PETITION FOR CANDIDATE FOR MEMBER OF BOARD OF EDUCATION

NAME OF CANDIDATE: _____ PHONE NUMBER: _____

ADDRESS OF RESIDENCE: _____

E-MAIL ADDRESS: _____

CANDIDATE QUALIFICATIONS:

1. Must be a citizen of the United States
2. Must be at least 18 years of age
3. Must have been a resident of the district for a continuous period of at least 1 year immediately prior to the election
4. Must be able to read and write.
5. Must be the only member of his or her family residing in the same household on the school board

CANDIDATE RESTRICTIONS:

1. Must not simultaneously hold an incompatible public office, such as town supervisor
2. Must not be an employee of the district
3. Must not have been removed from a school district office within one year of the election.
4. A person convicted of a felony in New York State is ineligible to seek a seat on the Board of Education if the maximum sentence to which he/she could have been sentenced has not expired or if he/she has not been discharged from parole.

NOMINATION REQUIREMENTS:

1. Must secure signatures of at least 28 qualified voters of the district, with residences indicated, on a petition that states the name and residence of the candidate (qualified voters are individuals at least 18 years of age who have been residents of the district for at least 30 days).
2. Must file this petition, along with a candidate informational sheet, with the District Clerk, Kathryn Gelser, not later than 5:00 PM on Monday, April 17, 2023.

CANDIDATE REQUIREMENTS:

Candidates are required to submit a campaign expenditure statement to the District Clerk 30 days and 5 days before the district election and 20 days after the school district election if campaign contributions/expenses exceed \$500. If less than \$500 then required to file a sworn statement with the District Clerk indicating that neither expenditures nor contributions exceeded \$500.

MUST BE RETURNED TO THE DISTRICT OFFICE BY 5:00 PM on Monday, April 17, 2023

WAYLAND-COHOCTON CENTRAL SCHOOL DISTRICT

WAYLAND-COHOCTON CENTRAL SCHOOL



NOMINATING PETITION - SCHOOL BOARD MEMBER

We, the undersigned, qualified voters of the Wayland-Cohocton Central School District, hereby nominate:

CANDIDATE: _____ RESIDENCE: _____

As a candidate for the office of Member of the Board of Education for a term of five (5) years, to be voted for at the annual school board election to be held in said district on Tuesday, May 16, 2023, and set opposite our names our respective places of residence (street address required; no PO boxes!). **28 Valid Signatures are REQUIRED. DEADLINE TO FILE PETITIONS: MONDAY, APRIL 17, 2023 AT 5:00 P.M.**

IN WITNESS WHEREOF, I have hereunto set my hand the day and year placed before my signature.

| # | DATE | SIGNATURE | PRINT NAME | ADDRESS |
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WAYLAND-COHOCTON CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION

STATEMENT OF CAMPAIGN EXPENDITURES AND CONTRIBUTIONS

Article 32, Sections 1528 to 1531 of the Education Law

CHECK ONE:

____ 1st Statement
(Due 04/17/23)

____ 2nd Statement
(Due 05/12/23)

____ 3rd Statement
(Due 06/02/23)

FILE STATEMENT WITH:

(ALL Candidates)

Wayland-Cohocton Central School District
ATTN: Secretary to the Superintendent
2350 Route 63
Wayland, NY 14572

(Candidates whose expenditures and contributions exceed \$500)

Commissioner of Education
NYS Education Department
Room 876 EBA
Albany, NY 12234

I, _____, residing at _____,
being duly sworn, depose and say:

That I am a candidate for election to the Board of Education in the annual school election to be held on Tuesday, May 16, 2023, and:

Sign and swear to one of the following statements:

1. That I have expended nothing for my election.

(Candidate's Signature)

2. That my only expenditures were for personal expenses which taken together with the total expenditures incurred by others in my behalf and with my approval do not exceed \$500.

(Candidate's Signature)

3. That expenditures made by me or in my behalf exceeded \$500 and I have attached hereto an itemized statement of such expenditures as required by law.

(Candidate's Signature)

Sign and swear to one of the following statements:

1. That I have received no contributions for my election.

(Candidate's Signature)

2. That the total contributions made to me or on my behalf and with my approval do not exceed \$500.

(Candidate's Signature)

3. That contributions made to me or on my behalf for my election exceeded \$500 and I have attached hereto an itemized statement of such contributions as required by law.

(Candidate's Signature)

Sworn to before me this _____ day of _____, 20____

(Notary Public or Commissioner of Deeds)

*Per NYS General Construction Law §25-a(1), when the legal deadline falls on Saturday, Sunday or public holiday, act may be done on the next succeeding business day. (campexp.ele)



WAYLAND-COHOCTON CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION MEMBER BIOGRAPHY FORM

Name as it will appear on the ballot: _____

Address: _____

Contact Phone Number: _____

Email Address: _____

Spouse/Child(ren) Names: _____

Education: _____

Occupation: _____

Community Involvement: _____

What challenges do you feel face the Board of Education?: _____



What experience do you bring to the table?: _____

Additional Comments: _____

Photo Needed (Headshot of Yourself):

Please email Mel Coley (mcoley@wccsk12.org) a head shot photo of yourself. The photo will be used for the budget newsletter and on our website. Please call with any questions (585) 213-4303

