WAYNE - FINGER LAKES
Board of Cooperative Educational Services

TIMELY AND IMPORTANT INFORMATION

TO: District Clerks

FROM: Cindy Murray, Board Clerk

DATE: February 14, 2017

SUBJECT: Nominations for BOCES Board Members

This is a notice that nominations for candidates for the BOCES Board must be received in my office by 4:00 PM on **Monday, March 27, 2017**. The nomination form is attached along with a memo from BOCES Board President O.J. Sahler regarding the process.

An official ballot will be sent to you in April for voting on BOCES Board candidates and the administrative budget. The date for such voting by component boards has been established for Wednesday, April 26, 2017 and the results of the vote are to be reported to my office on the next day, April 27.

If you have any questions, please feel free to call me at (315) 332-7284. Thank you.

WAYNE-FINGER LAKES BOCES
Official Certificate of Nomination
2017
BOCES Board Member

By resolution, at a meeting on _____ 2017 the Board of Education of

_____ School District nominated

_____
(first, middle, last name) (e-mail address)

Residing at:_____
(home address)

School District of Residence: _____

to be a candidate for election to membership on the Board of Education of the Wayne-Finger Lakes BOCES, commencing on July 1, 2017, for a term of three years ending June 30, 2020.

_____
Clerk, Board of Education Date

_____
School District

The above nomination was filed in my office on _____ 2017

_____
Board Clerk, Wayne-Finger Lakes BOCES

This form must be received no later than 4:00 PM on Monday, March 27, 2017.

FAX OR E-MAIL THIS OFFICIAL CERTIFICATE OF NOMINATION TO:

Cindy Murray, Board Clerk
Wayne-Finger Lakes BOCES

315-332-7425 (fax) or cmurray@wflboces.org (e-mail)

WAYNE-FINGER LAKES
Board of Cooperative Educational Services

Administrative Offices
Regional Support Center
Eisenhower Building
131 Drumlin Court
Newark, NY 14513-1863
(315) 332-7284
FAX (315) 332-7425

O.J. Sahler
Board President

Michael Ellis
Vice-President

Scott A. Bischoping
District Superintendent

Board Members
Jeanne Durfee
Lynn Gay
Joseph McNamara
Terrie Meyn
Anne Morgan
Philip Rose
Nancy Scher

TO: Component Board Members

FROM: O.J. Sahler, Board President

DATE: February 14, 2017

RE: Activities Related to BOCES Annual Meeting, Administrative Budget, and Election of Board Members

Enclosed is an outline of the major activities that need to be undertaken concerning the BOCES annual meeting and special vote date for the BOCES administrative budget and election of board members. The law requires, by February 1, the establishment of a date for the Annual Meeting and the designation of a special public meeting date of all the component school boards to elect BOCES Board members and vote on the administrative budget. As determined in July 2016, the Annual Meeting has been scheduled for Monday, April 3, 2017 at the Regional Support Center in Newark. The date of Wednesday, April 26, 2017 has been set to vote on the administrative budget and election of BOCES board members.

According to Education Law, "...no more than one person residing in a particular component district may be elected to serve as a member of a board of cooperative educational services at one time unless the number of seats on such board exceeds the number of component districts <u>or unless an unrepresented district declines to make a nomination</u>..." In the event that a school district, which currently has a representative on the BOCES board whose term does not expire on June 30, 2017, makes a nomination, it will be acknowledged but only accepted and placed on the ballot if less than three nominations are received by 4:00 PM on Monday, March 27, 2017 from unrepresented districts.

The Clerk of the BOCES Board will send each district's Board Clerk a Certificate of Nomination form to use in nominating a person for election to the BOCES Board. Nominations must be received no later than 4:00 PM on Monday, March 27, 2017. A ballot will be forwarded to your District Clerk two weeks prior to Wednesday, April 26, for the BOCES board member election and administrative budget vote.

Should you have any questions, feel free to contact Cindy Murray, Board Clerk, at (315) 332-7284.

cc: District Clerks
Superintendents

WAYNE-FINGER LAKES BOCES
2017 BOARD MEMBER ELECTION &
ADMINISTRATIVE BUDGET VOTE

The BOCES Board has established **Monday, April 3, 2017 as the Annual Meeting** date and has designated **Wednesday, April 26, 2017 for a special public meeting of each component school board** for the purpose of voting to elect BOCES board members and voting on the BOCES administrative budget.

ANNUAL MEETING

- E-mail all component district board members and district clerks budget information (March 2017). District Clerks will receive one paper copy of our Annual Meeting Booklet (Annual Meeting Booklet will also be posted on our website at www.wflboces.org under "publications").
- Print public notice of the time and location of the annual meeting in two newspapers, once each week for two weeks beginning March 27. Notice will include a summary of the administrative, capital and program budgets including salary and supplemental benefits of supervisors and administrators and detail information on the District Superintendent.
- Comply with reasonable requests for additional information.
- Present administrative, capital and program budgets at the Annual Meeting on Monday, April 3, 2017.

ELECTION OF BOCES BOARD MEMBERS/ADMINISTRATIVE BUDGET VOTE

- BOCES Board Clerk mails certificate of nomination to component district clerks by Friday, February 17, 2017.
- Component district board nominations returned to BOCES Board Clerk no later than 4:00 PM on Monday, March 27, 2017.
- Ballot from BOCES mailed to component districts by Wednesday, April 12, 2017.
- All component district nominations will be listed on the ballot **<u>except</u>** for:
  ➢A resident of a district where an incumbent sits on the Board whose term will not be ending for this election *unless fewer than three nominations are received from unrepresented districts*; **<u>or</u>**
  ➢If the person nominated is not a resident of a component school district of this BOCES; **<u>or</u>**
  ➢If the person is an employee of a school district in the supervisory district.
- The component district board can cast a maximum of one vote per vacant seat and may only cast one vote per candidate. **The three terms will be for 3 years each (July 1, 2017 – June 30, 2020). BOCES board members whose terms will expire on June 30, 2017 are: Michael Ellis (Geneva), Anne Morgan (Romulus), and Nancy Scher (Penn Yan).**
- Results transmitted the next day (Thursday, April 27) to BOCES Board Clerk.
- Single component district vote cast regarding BOCES administrative budget at the special meeting on Wednesday, April 26, 2017 and the results are transmitted the next day (Thursday, April 27) to the BOCES Board Clerk.
- Majority of component districts voting must be positive votes - if defeated, submit previous year's administrative budget separate from capital budget to the Commissioner for approval.

Dated: 2/14/17