



## **TIMELY AND IMPORTANT INFORMATION**

TO: District Clerks

FROM: Cindy Murray, Board Clerk

DATE: February 8, 2016

SUBJECT: Nominations for BOCES Board Members

This communication is a notice that nominations for candidates for the BOCES Board must be received in my office by 4:00 PM on **Monday, March 28, 2016**. The nomination form is attached along with a memo from BOCES Board President Terrie Meyn 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 27, 2016 and the results of the vote are to be reported to my office on the next day, April 28.

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



WAYNE-FINGER LAKES BOCES  
Official Certificate of Nomination  
2016  
BOCES Board Member

By resolution, at a meeting on \_\_\_\_\_ 2016 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, 2016, for a term of three years ending June 30, 2019.

\_\_\_\_\_  
Clerk, Board of Education

\_\_\_\_\_  
Date

\_\_\_\_\_  
School District

\_\_\_\_\_  
The above nomination was filed in my office on \_\_\_\_\_ 2016

\_\_\_\_\_  
Board Clerk, Wayne-Finger Lakes BOCES

**FAX OR E-MAIL THIS OFFICIAL CERTIFICATE OF NOMINATION TO:  
315-332-7425 (fax) or cmurray@wflboces.org (e-mail)**

This form must be received no later than 4:00 PM on Monday, March 28, 2016.

Cindy Murray, BOCES Board Clerk  
Wayne-Finger Lakes BOCES  
Eisenhower Building, 131 Drumlin Court  
Newark, NY 14513



**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

**Terrie Meyn**  
Board President

**Lynn Gay**  
Vice-President

**Board Members**

Jeanne Durfee  
Michael Ellis  
Joseph McNamara  
Anne Morgan  
Philip Rose  
O.J. Sahler, MD  
Nancy Scher

**Scott A. Bischooping**  
District Superintendent

TO: Component Board Members

FROM: Terrie Meyn, Board President

DATE: February 8, 2016

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 2015, the Annual Meeting has been scheduled for Tuesday, April 12, 2016 at the Regional Support Center in Newark. The date of Wednesday, April 27, 2016 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 or unless an unrepresented district declines to make a nomination..." In the event that a school district, which currently has a representative on the BOCES board whose term does not expire on June 30, 2016, 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 28, 2016 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 28, 2016. A ballot will be forwarded to your District Clerk two weeks prior to Wednesday, April 27, 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  
2016 BOARD MEMBER ELECTION &  
ADMINISTRATIVE BUDGET VOTE**

The BOCES Board has established **Tuesday, April 12, 2016 as the Annual Meeting** date and has designated **Wednesday, April 27, 2016 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 2016). District Clerks will receive one paper copy of our Annual Meeting Booklet. You can also find our Annual Meeting Booklet on our website at [www.wflboces.org](http://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 28. 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 Tuesday, April 12, 2016.

**ELECTION OF BOCES BOARD MEMBERS/ADMINISTRATIVE BUDGET VOTE**

- BOCES Board Clerk mails certificate of nomination to component district clerks on Monday, February 8, 2016.
- Component district board nominations returned to BOCES Board Clerk no later than 4:00 PM on Monday, March 28, 2016.
- Ballot from BOCES mailed to component districts by Wednesday, April 13, 2016.
- All component district nominations will be listed on the ballot **except** 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*; **or**
  - If the person nominated is not a resident of a component school district of this BOCES; **or**
  - 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, 2016 – June 30, 2019). BOCES board members whose terms will expire on June 30, 2016 are: Joseph McNamara (Seneca Falls), Terrie Meyn (Phelps-Clifton Springs), and Philip Rose (Sodus).**
- Results transmitted the next day (Thursday, April 28) to BOCES Board Clerk.
- Single component district vote cast regarding BOCES administrative budget at the special meeting on Wednesday, April 27, 2016 and the results are transmitted the next day (Thursday, April 28) 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.