

ANNUAL DISTRICT ELECTION AND BUDGET VOTE

The district shall hold an annual election and budget vote at which the districts authorized voters will elect members of the Board of Education and vote on the district budget for the coming school year. The annual district meeting and election will be held on the third Tuesday in May. If ~~unless~~ this date conflicts with religious observances ~~on that day~~ the Board ~~must~~ may, no later than March 1st, request that the Commissioner approve changing the election date to the second Tuesday in May.

The District Clerk shall publish a notice of the time and place of the annual election and budget vote at least four times within the seven weeks prior to the election and budget vote, in two newspapers that have general circulation within the district. The first publication of the notice shall be at least 45 days prior to the election and budget vote. The notice shall also contain notice of any other matter required by law.

Copies of the budget to be voted upon at the annual election and budget vote will be available in each district school building, at the school district offices, any public library within the district, and on the district's website for district residents to have 14 days (other than Saturday, Sunday and holidays) prior to of the annual election and budget vote.

The Board shall appoint assistant clerks and election inspectors necessary for the annual election and budget vote at a Board meeting held before the annual election and budget vote.

Propositions

The Board has the authority, under the Education Law, to adopt reasonable rules and regulations concerning the submission of petitions to the Board to place propositions on the ballot. Pursuant to those provisions, the Board establishes the following guidelines:

1. Unless otherwise provided by the Education Law, petitions for the submission of a proposition must contain a minimum of 25 signatures of qualified voters of the district or 5 percent of the eligible voters who voted in the previous annual election of the members of the Board of Education, whichever is greater.
2. Petitions must be filed with the District Clerk at least 30 days prior to the annual election and budget vote, except for petitions relating to a proposition which must be included in the notice of the annual election and budget vote (e.g., changing the number of board members). Such petitions must be submitted 60 days in advance of the annual election and budget vote to facilitate the preparation and printing of the ballots **and legal notice**.
3. Propositions must include the specific appropriations necessary for the purposes listed.

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4. Wording of a petition must comply with legal requirements. If the wording does not comply, it may be changed or altered by the Board, or the Board may reject a petition for failure to comply.

Propositions received in accordance with these specifications will be placed on the ballot ~~as amendments~~ and will be voted upon by the voters in the same manner as the proposed budget, and any other propositions on the ballot, except that the Board shall not be required to place any proposition on the ballot which: ~~is within the exclusive jurisdiction of the Board, or otherwise forbidden by law. No proposition involving the budget may be submitted to the voters more than twice in a twelve-month period.~~

- Is within the exclusive jurisdiction of the Board;
- Does not concern a power specifically granted to the voters under the Education Law, or otherwise forbidden by law;
- Requires the expenditure of money and fails to include the necessary specific appropriation;
- Would be confusing to the voters, e.g., a proposition is already on the ballot concerning the same or similar issues and such a proposition would make it difficult to interpret voting results; and/or;
- Is ambiguous.

No proposition involving the budget may be submitted to the voters more than twice in a twelve-month period. In addition, if an issue has been placed before the voters in a particular year, the Board may refuse to place the issue before the voters again in the same year.

The Board may also, on its own motion, submit propositions.

Improper Advocacy

The district may provide informational material to the voters concerning budgets, propositions, or other matters before the electorate. However, school district funds and resources may not be used to encourage voters to support a particular position. For example, the district will not engage in activities including, but not limited to, sending flyers supporting the budget home with students, providing mailing labels for materials supporting a proposition or using the district e-mail to deliver promotional material for candidates.

Ref: Education Law §416(3); 1608(2); 1716(2) 1804(4); 1906(1); 2002(1); 2003(1)(2); 2004(1)-(7); 2009; 2021 ;2022(1), (4)-(5); 2035(2); 2601-a(2) General Construction Law §60
Matter of Hebel, 34 EDR 319 (1994) *Matter of Martin*, 32 EDR 567 (1993) *Matter of Como*, 30 EDR 214 (1990)

Adoption Date: January 22, 2008
First Reading: March 23, 2010
Adoption Date: April 13, 2010
First Reading: April 19, 2016
Adoption Date: May 10, 2016

SCHOOL BOARD ELECTIONS

The elections of members of the Board of Education shall be held on the third Tuesday in May unless due to a conflict with religious observance, the Board requests that the Commission approve changing the election date to the second Tuesday in May. The request is due to the Commission by March 1st. The polls shall be open for those hours designated by the district. The following times shall be voted upon:

1. the annual budget,
2. any vacancies on the Board of Education, and
3. any special propositions that have been properly presented.

Candidates for office shall be nominated by a petition directed to the district clerk which is signed by at least twenty-five (25) qualified voters of the district or by two (2) percent of the number of voters in the previous annual election, whichever is greater.

~~Electioneering during the hours of any vote is prohibited within the polling place or within 100 feet of any such polling place. Electioneering includes the display or distribution of any banner, poster, placard, button, or flyer, on behalf of or in opposition to any candidate or issue to be voted upon.~~

Cross-ref: 1050, Annual District Meeting
1500, Public Use of School Facilities

Ref: Education Law §§2012; 2013; 2014; 2018; 2018-a; 2031;2031-a; 2035
Appeal of Giuliano, 37 EDR 572 (1998)
Appeal of Fitzpatrick, 30 EDR 124 (1990)
Appeal of Heidbrink, 29 EDR 192 (1989)
Appeal of Gasparini, 23 EDR 25 (1983)

Adoption Date: January 22, 2008
First Reading: July 7, 2016
Adoption Date: July 26, 2016
First Reading: April 30, 2024

CANDIDATES AND CAMPAIGNING

Nominations

~~Candidates for the office of member of the Board of Education shall be nominated by petition. A copy of the petition may be obtained from the District Clerk. Such petition shall be directed to the District Clerk, shall contain the signatures and addresses of at least 25 qualified voters of the district or two percent of the voters who voted in the previous election, whichever is greater, and shall state the name and residence of the candidate, whether such candidate is nominated for a full term or for the unexpired portion of such a term, and the specific office for which the candidate is nominated. Each petition shall be filed with the District Clerk not later than 30 days preceding the Annual Meeting at which the candidates so nominated are to be elected.~~

~~The District Clerk will include the filing requirements for petitions nominating candidates for Board seats in the notice of the annual district meeting. Such notice will appear in two newspapers having general circulation within the district not later than 45 days preceding the district election.~~

~~The District Clerk will supervise the procedure used to establish the order of names on the ballot. The Board may reject nominations if the candidate is ineligible or has declared an unwillingness to serve. Candidates for the Board shall be nominated to run for a specific seat on the Board.~~

Nominating Petitions

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Each petition shall be filed with the district clerk not later than 30 days preceding the annual meeting or election at which the candidates so nominated are to be elected.

The district clerk will supervise the procedure used to establish the order of names

on the ballot. A nominating petition may be rejected if incorrectly filed, or if the candidate is ineligible for office or has declared an unwillingness to serve.

Candidates for the Board shall be nominated to run for a specific seat on the Board. Candidates may be nominated for only one vacancy.

~~Reporting Expenditures~~

~~If a candidate's campaign expenditures exceed \$500, the candidate must file a sworn statement with both the district clerk and the commissioner of education itemizing their expenditures and contributions received. The 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.~~

~~A candidate who spends \$500 or less is only required to file a sworn statement with the district clerk indicated this to be the case. 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 (5th) day preceding the election and a final statement must be filed within 20 days after the election.~~

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Electioneering

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The Board follows the rules and regulations of the Commissioner of Education and the Education Law which indicate that a school district may not lend support to partisan activities through the use of district facilities and resources. To this end, the District does not allow partisan activity or electioneering during the school day on school district premises. Partisan activity includes, but is not limited to, the distribution of materials designed to solicit favorable votes for any candidate and any private activities to advocate a particular position on the budget. Moreover, partisan activity and/or electioneering is not permitted at any time during school sponsored events which are held in school buildings or on school grounds. If an individual wishes to distribute partisan campaign information/literature during non-school hours, it must be done outside of any school building and in a way which is non-intrusive or disruptive of any events which may be taking place in or outside the school building.

Acceptance of Office

The District Clerk will notify, in writing, each person elected to the Board of his/her election and the date thereof. Such person will be deemed to have accepted the office, unless within five days after the service of such notice, he/she will file written refusal with the District Clerk.

Cross Ref: 1050, Annual District Election and Budget Vote
6120, Budget Hearing

Ref: Education Law §2018; 2031-a

Adoption Date: January 22, 2008
First Reading: November 24, 2009
Adoption Date: December 22, 2009
First Reading: October 18, 2016
Adoption Date: October 25, 2016
First Reading: April 30, 2024

BUDGET HEARING

It shall be the duty of the Board of Education to present one public hearing on the proposed budget at least seven days, but not more than 14 days, prior to the Annual District Election and Budget Vote or Special District Meeting, at such time and location designated by the Board. Notice of the date, time and place of the public hearing shall be included in the notice of the annual meeting and election and/or special meeting as required by law. ~~budget-vote.~~

The purpose of the budget hearing is to inform the public of the contents of the proposed budget and to provide an explanation and justification for the decisions the proposed budget reflects.

The proposed budget will be completed at least seven days before the budget hearing and at least 14 days before the annual meeting or special election. A copy of the proposed budget may be obtained by any district resident upon request and at each school within the district in which school is maintained during certain designated hours, the school district offices, and any public library within the district, during certain designated hours on each day (other than a Saturday, Sunday or holiday), ~~and~~ on the district's website during the 14-day period immediately preceding the annual district meeting ~~election~~ and at the budget hearing and at the time of the annual and/or special district meeting.

The Board shall include notice of the availability of such statement at least once during the school year in an district-wide mailing distributed. The Board of Education will also prepare and append to copies of the proposed budget a School District Report Card, pursuant to the Regulations of the Commissioner of Education, referencing measures of academic and fiscal performance. Additionally, the Board of Education shall also append to copies of the proposed budget a detailed statement of the total compensation to be paid to various administrators as enumerated in law and/or regulation, and a Property Tax Report Card prepared in accordance with law and Commissioner's Regulations, and any other document required by law.

The Board of Education shall present its proposed budget in three components: (1) a Program Component, (2) a Capital Component, and (3) an Administrative Component. The proposed budget shall be written in plain language and organized in a manner which best promotes public comprehension of the contents. Categories of revenues, expenditures and fund balance information, as well as comparison data from the prior year's budget will be set forth in such a manner as to best promote comprehension and readability.

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Cross Ref: 1050, Annual District Meeting and Election
2120, School Board Elections
2120.1, Candidates and Campaigning
~~6130, Budget Adoption~~

Ref: Education Law 1716; 2002(1); 2004(1)

Adoption Date: January 22, 2008

First Reading: April 19, 2016

Adoption Date: May 10, 2016

First Reading: April 16, 2024