

GARRISON UNION FREE SCHOOL DISTRICT

(845) 424-3689 ext. 224 -- E-Mail: dcallo@gufs.org

Date: January 28, 2021
To: Candidates for Election to the Board of Education
From: Dusti Callo, District Clerk
Subject: Nominating Procedures and Election Information

Congratulations on your decision to become a candidate for election to the Board of Education of the Garrison Union Free School District. The following is information that will assist you as you proceed with your campaign efforts.

Candidate Qualifications

According to New York State Education Law, to qualify for membership on a school board in a union free school district, an individual:

- must be able to read and write.
- must be 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.
- must be 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.
- may not have been removed from any school district office within the preceding year.
- may not reside with another member of the same school board as a member of the same family.
- may not be an employee of the school district at the time of taking office.
- may not simultaneously hold another incompatible public office.

Vacancies on the Board of Education

One (1), one-year term, effective 05/19/2021 through 6/30/2022, to fill the remaining term vacated by the resignation of Jill Lake.

Three (3), three-year terms, effective 07/01/2021 through 6/30/2024.

***NOTE:** The candidate with the lowest total number of votes will fill the one-year term which commences on May 19, 2021.

Nominating Petitions

A completed nominating petition is required to become an official candidate for election. Petition packets are available in the District Office Monday through Friday from 8:00 a.m. to 4:00 p.m. and on the District website: www.gufs.org Please contact Dusti Callo, District Clerk at 845-424-3689 ext. 224 regarding any questions you may have.

All petitions must be signed by at least 25 qualified voters of the District and filed with the District Clerk or Deputy District Clerk no later 30 days (including Saturdays, Sundays and holidays) preceding the date of the election. It is recommended that you obtain more than the numbers of signatures required in case any names are invalidated. The deadline for filing petitions is 5:00 p.m. on Monday, April 19, 2021.

Establishing Candidate Order on the Ballot

New York State Education Law specifies that candidates' names must be grouped together in order, as determined by the drawing of lots all together for at-large seats. The District Clerk or Deputy District Clerk conducts the drawing "the day after the last possible date for candidates to file a petition. In the event that any candidate is not present in person or by a person designated in a written proxy to accomplish the drawing, the district clerk shall be authorized to act as proxy" (§§ 2032(2)(b); 2608(2)).

In accordance with this requirement, the drawing will be conducted at 10:00 a.m. on Tuesday, April 20, 2021, in the administrative offices of the school district. Should you or your proxy be unable to attend the drawing, you will be notified of the order of candidates' names as determined by the drawing.

Campaign Expenditures

New York State Education Law stipulates that school board candidates must file a sworn notarized statement with both the District Clerk and the Commissioner of Education listing their campaign expenditures if the total of the campaign expenditures on their behalf exceeds \$500. Candidates who spend \$500 or less must file a sworn notarized statement with the District Clerk indicating this to be the case. No other campaign expenditure statement is required.

You will receive a certification form for expenditures of \$500 or less following the election. In the event that you find your campaign expenditures will exceed the \$500 threshold, please contact me as soon as possible for further information on reporting requirements.

Additional Information

Included in this packet is a flyer from the Westchester Putnam Schools Boards Association (WPSBA) for a *Prospective School Board Member Workshop* to be held on April 8, 2021 via Zoom.

In addition, there will be opportunities within the district for candidates to express their views and positions in a public forum. In the past, these have included "Meet the Candidate" forums and candidate information statements in the Putnam County News and Recorder. You should look for information on candidate forums and similar opportunities as election time draws nearer. Information on published statements can be obtained by calling the Putnam County News and Recorder directly. Candidates may also contact The Highlands Current to share statements on views and positions.

Should you have any questions, please feel free to contact Dusti Callo, District Clerk at 845 424-3689 ext. 224.

GARRISON UNION FREE SCHOOL DISTRICT GARRISON, NEW YORK 10524

PETITION FOR NOMINATION OF A CANDIDATE FOR THE BOARD OF EDUCATION

NOTE: Petitions must be signed by at least 25 qualified voters of the District and filed with the Clerk of the District at least 30 days (including Saturdays, Sundays and holidays) preceding the date of the election. The deadline for filing petitions is **Monday, April 19, 2021 at 5:00 p.m.**

TO: The District Clerk of the Garrison Union Free School District of the Towns of Philipstown and Putnam Valley

We the undersigned hereby state that we are duly qualified voters of the Garrison Union Free School District of the Towns of Philipstown and Putnam Valley, New York, and we hereby nominate the person named below as a candidate, at the Annual Meeting of the District on **May 18, 2021**, as a Member of the Board of Education of said District.

NAME OF CANDIDATE (please print)	RESIDENCE ADDRESS	SIGNATURE OF CANDIDATE

In witness whereof, I have hereunto set my hand the day and year placed opposite by signature:

	Print Name (For purpose of verifying signature)	Date	Signature	Residence Address (Not a P.O. Box)
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4				
5				
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7				
8				
9				
10				

STATEMENT OF WITNESS

I, _____, state that I am a duly qualified voter and now reside at _____, which is in the Garrison Union Free School District, County of Putnam and State of New York. Each of the voters whose names are subscribed to this petition signed his or her name in my presence. I Understand that this statement will be accepted for all purposes as the equivalent of an affidavit and if it contains any material false statement, shall subject me to the same penalties as if I had been duly sworn.

Dated: _____ Witness: _____

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Dated: _____ Witness: _____

**GARRISON UNION FREE SCHOOL DISTRICT
GARRISON, NY 10524**

Expenditure and Contribution Statement for Candidate for Member of the Board of Education

Three (3) Statements Must Be Filed on or Before the Following Dates

(please check appropriate date of reporting period)

_____ **April 19, 2021** _____ **May 13, 2021** _____ **June 7, 2021**

The following statement (including attachment if necessary) shall be **completed, signed, notarized and filed** with the District Clerk of the Garrison Union Free School District, Garrison, New York. If total expenditures, including those incurred by others on my behalf, with my approval, exceed \$500 or the aggregate amount of contributions to my campaign exceed \$500, this statement must also be filed with the Commissioner of Education, NYS Education Department, State Education Building, 89 Washington Ave, Albany, New York 12234

TO: District Clerk, Garrison Union Free School District

I, _____, am a candidate for member of the Board of Education of the Garrison Union Free School District, an election to be held on May 18, 2021.

****Complete this section if LESS than \$500 has been expended or received
in contributions during the particular reporting period:***

_____ As of _____, 2021, I have expended and/or others have expended on my behalf, with my approval, less than \$500 on my campaign in support of my candidacy for this office; and

_____ as of _____, 2021, the aggregate amount of contributions received by my campaign does not exceed \$500.

****Complete this section if MORE than \$500 has been expended or received
in contributions during the particular reporting period:***

_____ As of _____, 2021, I have expended and/or others have expended on my behalf, with my approval, a total of \$_____ on my campaign in support of my candidacy for this office. **(If you checked this, you must complete the attached expenditure sheet.)**

_____ as of _____, 2021, the aggregate amount of contributions made by others on my behalf, with my approval, was \$_____. **(If you checked this, you must complete the attached contribution sheet.)**

Candidate's Signature

Date

Sworn to before me this
_____ day of _____, 2021

Notary Public

NOTE: If you receive a contribution or loan of more than \$1,000 after the filing of the second statement, you must report it, in a notarized writing, to both the District Clerk and Commissioner of Education within 24 hours of receipt.

ATTACHMENT TO EXPENDITURE AND CONTRIBUTION STATEMENT

THIS FORM MUST BE COMPLETED IF YOU (AND/OR OTHERS) EXPEND MORE THAN \$500 ON YOUR CAMPAIGN DURING ANY REPORTING PERIOD, OR IF YOU RECEIVE MORE THAN \$500 IN CAMPAIGN CONTRIBUTIONS DURING ANY REPORTING PERIOD.

CAMPAIGN EXPENSES:

Expense	Date	Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

CONTRIBUTIONS

Name of Contributor	Address	Amount/Fair Market Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Note: If contributor is a Political Committee, include Political Unit represented, date of receipt, dollar amount of every expenditure, and name & address of the person to whom it is made.

Learn what being a school board trustee is all about!

***Prospective
School
Board
Member
Workshop***

This workshop is provided as a free public service by WPSBA to individuals interested in running for their local school board in Westchester & Putnam Counties.

**Thursday, April 8, 2021
6:30 pm - 8:00 pm
Via Zoom**

Topics Include:

- Skills needed*
- Board/Supt. relationship*
- Roles & Responsibilities*
- Issues addressed by school boards*
- Advocacy*
- Communicating with the public*



REGISTRATION

*To register, go to www.wpsba.org and click on Prospective School Board Member Workshop on our homepage. That will lead you to the registration link.
(Please register by 4/5)
or **CLICK HERE***

¡Aprenda de qué se trata ser un administrador de la junta escolar!

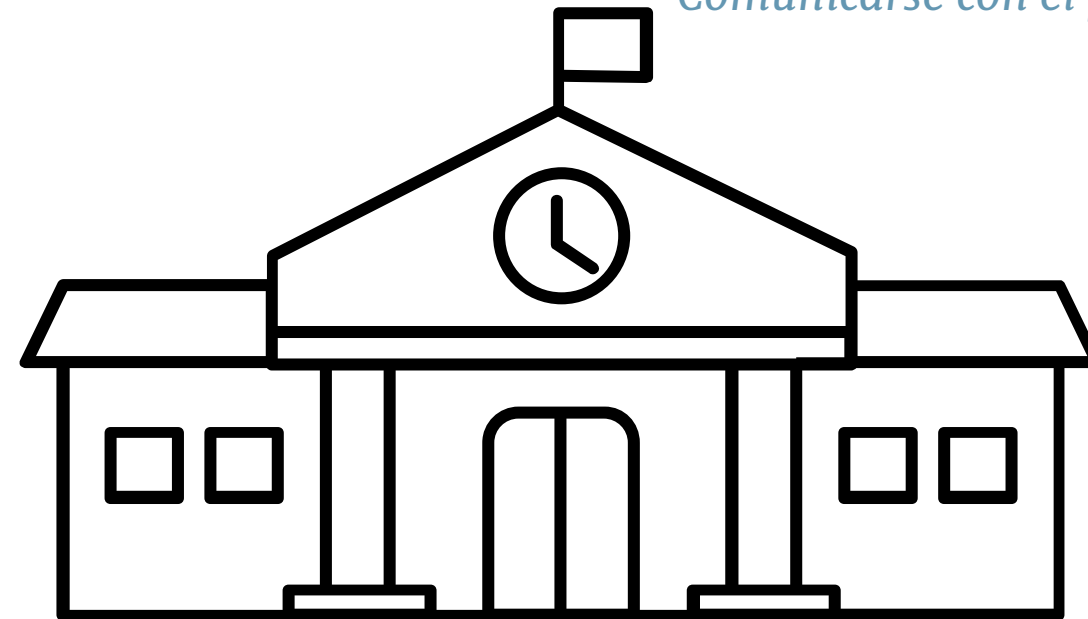
Taller Para Posibles Miembros Del Consejo Escolar

Este taller es un servicio público gratuito que provee la Asociación de Juntas Escolares de Putnam y Westchester (WPSBA por sus siglas en inglés) a las personas interesadas en postularse para sus consejos escolares locales en los condados de Westchester y Putnam.

Jueves, 8 de abril de 2021
6:30 pm - 8:00 pm
Vía Zoom

Los temas incluyen:

- Habilidades necesarias
- Relación Junta/Superintendente
- Funciones y responsabilidades
- Temas abordados por los consejos escolares
- Abogar
- Comunicarse con el público



INSCRIPCIÓN

Para inscribirse visite www.wpsba.org y en nuestra página inicial, haga clic en Prospective School Board Member Workshop será dirigido al enlace de inscripción.
(Por favor inscribese no más tarde del 5 de abril)
o **HAGA CLIC AQUÍ**