

## **Instruction Sheet for Board Member Candidates**

1. Submit your petition signed by 25 or more qualified voters, the data sheet and a photo (head shot) of yourself to the District Clerk between 8:00am and 5:00pm, by Monday April 21, 2025. Please email your photo to [stephanie.wilson@waterloocsd.org](mailto:stephanie.wilson@waterloocsd.org) as an attachment.
2. The first workday after the submission of petitions (April 22, 2025), your positions on the ballot will be drawn by a lot at 10:00am. You are welcome to attend and witness the process. If you cannot be present and wish to send someone in your place, please notify the District Clerk in writing (email message) of who will be attending. It is not necessary for you to be in attendance.
3. The first Board Member campaign expense report must be submitted to the District Clerk no later than 30 days before the election. A second statement must be filed no later than 5 days before the election. A third and final statement must be filed within 20 days after the election. These reports must be completed and filed even if no expenses are incurred

1<sup>st</sup> Expense Report-April 21, 2025

2<sup>nd</sup> Expense Report-May 15, 2025

3<sup>rd</sup> Expense Report-June 9, 2025



WATERLOO CENTRAL SCHOOL DISTRICT  
WATERLOO, NY

**Filing Deadline:** All Petitions must be received by **April 21, 2025, by 5:00 p.m. local time**, at the District Office, 109 Washington Street, Waterloo NY 13165

**PETITION**

TO: Stephanie Wilson, School District Clerk  
Waterloo Central School District

We, the undersigned voters of the Waterloo Central School District, so hereby petition that:

Candidate's Name: \_\_\_\_\_

Residing at: \_\_\_\_\_  
\_\_\_\_\_

Be nominated as a member of the Board of Education of the aforesaid school district, beginning on July 1, 2025.

**Qualifications:** Individuals must be qualified to vote, able to read and write and be a resident of the Waterloo School District for at least one (1) year prior to the election.

**Note:** Each petition will require a minimum of twenty-five (25) signatures of qualified voters of the Waterloo Central School District.

	NAME (SIGNATURE)	ADDRESS
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WATERLOO CENTRAL SCHOOL DISTRICT  
109 Washington Street  
Waterloo, NY 13165

## BOARD OF EDUCATION CANDIDATE EXPENDITURE STATEMENT

To be filed on or before **April 21, 2025**

Statement of: \_\_\_\_\_, candidate for the Waterloo School Board of Education.

Date: \_\_\_\_\_

The undersigned candidate for the Board of Education of the Waterloo Central School District affirms, under penalty of perjury and the penalties of Article 32 of the NYS Education Law, as follows (Circle A or B):

- A. That all personal expenses together with the total expenditures incurred by others on my behalf and with my approval do not exceed \$500.

OR

- B. The following is a complete list of personal expenditures and expenditures incurred by others on my behalf with my approval (attach additional sheets if necessary):

\_\_\_\_\_  
Candidates Signature

You must file one statement thirty (30) days before the election, another statement five (5) days before the election and a subsequent statement not more than twenty (20) days after the election. (Three (3) statements in total).

### INSTRUCTIONS FOR FILING:

Expense statement is to be submitted to the School District Clerk of the Waterloo Central School District. If you exceed \$500 in expenses, a copy also needs to be sent to the Commissioner of Education, State Education Building, Albany NY 12234.



WATERLOO CENTRAL SCHOOL DISTRICT  
109 Washington Street  
Waterloo, NY 13165

## BOARD OF EDUCATION CANDIDATE EXPENDITURE STATEMENT

To be filed on or before **May 15, 2025**

Statement of: \_\_\_\_\_, candidate for the Waterloo School Board of Education.

Date: \_\_\_\_\_

The undersigned candidate for the Board of Education of the Waterloo Central School District affirms, under penalty of perjury and the penalties of Article 32 of the NYS Education Law, as follows (Circle A or B):

- A. That all personal expenses together with the total expenditures incurred by others on my behalf and with my approval do not exceed \$500.

OR

- B. The following is a complete list of personal expenditures and expenditures incurred by others on my behalf with my approval (attach additional sheets if necessary):

\_\_\_\_\_  
Candidates Signature

You must file one statement thirty (30) days before the election, another statement five (5) days before the election and a subsequent statement not more than twenty (20) days after the election. (Three (3) statements in total).

### **INSTRUCTIONS FOR FILING:**

Expense statement is to be submitted to the School District Clerk of the Waterloo Central School District. If you **exceed \$500 in expenses**, a copy also needs to be sent to the Commissioner of Education, State Education Building, Albany NY 12234.



WATERLOO CENTRAL SCHOOL DISTRICT  
109 Washington Street  
Waterloo, NY 13165

## BOARD OF EDUCATION CANDIDATE EXPENDITURE STATEMENT

To be filed on or before **June 9, 2025**

Statement of: \_\_\_\_\_, candidate for the Waterloo School Board of Education.

Date: \_\_\_\_\_

The undersigned candidate for the Board of Education of the Waterloo Central School District affirms, under penalty of perjury and the penalties of Article 32 of the NYS Education Law, as follows (Circle A or B):

- A. That all personal expenses together with the total expenditures incurred by others on my behalf and with my approval do not exceed \$500.

OR

- B. The following is a complete list of personal expenditures and expenditures incurred by others on my behalf with my approval (attach additional sheets if necessary):

\_\_\_\_\_  
Candidates Signature

You must file one statement thirty (30) days before the election, another statement five (5) days before the election and a subsequent statement not more than twenty (20) days after the election. (Three (3) statements in total).

### **INSTRUCTIONS FOR FILING:**

Expense statement is to be submitted to the School District Clerk of the Waterloo Central School District. If you **exceed \$500 in expenses**, a copy also needs to be sent to the Commissioner of Education, State Education Building, Albany NY 12234.



WATERLOO CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION CANDIDATE QUESTIONNAIRE

Name: \_\_\_\_\_

Email: \_\_\_\_\_ @ \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

Spouses Name: \_\_\_\_\_

Children (You may include Name, age, grade in school, year in college, occupation)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Community Groups, Volunteer Activities to which you belong or have served:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Priorities and Goals as a School Board Member: (please limit to 100 words)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please return to the District Office by April 21, 2025, for inclusion in the District's Budget Newsletter. Responses will be included exactly how you wrote them, grammatical corrections, spell checking will not occur. Please write legibly.