

ANNUAL DISTRICT MEETING AND ELECTION

I. Statement of Policy

The Waterville Central School District (the District) shall hold an annual meeting and election at which the district's authorized voters will elect members of the Board of Education (the Board) 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, unless this date conflicts with religious observances on that day, in which case the annual meeting and election will be held on the second Tuesday in May.

II. Duties of the District Clerk

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

III. Copies of the Budget

Copies of the budget to be voted upon at the annual meeting election will be available in each district school building for district residents upon request at the time of the annual meeting and election and fourteen (14) days (other than Saturday, Sunday and holidays) prior to the meeting.

IV. Appointment of Assistant Clerks and Election Inspectors

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

V. Propositions

A. 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 which may amend the budget. 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 twenty-five (25) signatures of qualified voters of the district, or five (5) percent of the number of voters at the last annual election, whichever is greater.

POLICY

SCHOOL BOARD OPERATIONS

2201

ANNUAL DISTRICT MEETING AND ELECTION

2. Petitions must be filed with the District Clerk at least sixty (60) days prior to the annual meeting to facilitate the preparation and printing of the ballots.
 3. Propositions must include the specific appropriations necessary for the purposes listed.
 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.
- B. 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, except that the Board shall not be required to place any proposition on the ballot which is within the exclusive province of the Board, or otherwise forbidden by law. No proposition involving the budget may be submitted to the voters more than twice.
- C. The Board may also, on its own motion, submit propositions.

Waterville Central School District

Legal Ref: NYS Education Law §§ 416(3); 1608(2); 1716(2); 1804(4); 1906(1); 2002(1); 2003(1) and (2); 2004(1)-(7); 2009, 2021; 2022(1), (4)-(5); 2035(2); 2601-a(2); 2602(3) 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)

Adopted: 04/07/98

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