New Paltz
Central School District

Sandra Ermo, District Clerk/Secretary to the Superintendent
Physical Address: 1 Eugene L Brown Dr., New Paltz, NY 12561
Mailing Address: 196 Main Street, New Paltz, NY 12561
Phone: (845) 256-4020
Email: sermo@newpaltz.k12.ny.us

March 5, 2026

Dear Board of Education Candidate:

The attached *Nominating Petitions* are due in the office of the District Clerk located at 1 Eugene L. Brown Drive, New Paltz, NY, by Monday, April 20, 2026, 5:00 PM.

Candidates must submit *Nominating Petitions* which contain a total of at least 25 valid signatures of qualified voters. For your convenience, there are four (4) *Nominating Petitions* attached to this letter. It is strongly recommended that you get more than the number of signatures needed in case any names are invalidated. Electronic signatures are not acceptable. Please be sure that names and addresses (P.O. Boxes are unacceptable) are printed clearly and legibly for purposes of verification.

Attached are three (3) *Expenditure and Contribution Statements* which must be notarized and submitted to the District Clerk by the following dates:

(1) on or before the 30th day preceding the date of the election (Monday, April 20, 2026)

(2) on or before the 5th day preceding the date of the election (Thursday, May 14, 2026)

(3) within 20 days following the date of the election (Monday, June 8, 2026)

Also included with this letter is a brochure titled *Running for the School Board*, which contains an overview of what all prospective board members should know.

If you have any questions, please contact me at (845) 256-4020.

Sincerely,

Sandra Ermo

District Clerk

Attachments: *Nominating Petitions*(4), *Expenditure Statements*(3), *Running for the School Board*

NEW PALTZ CENTRAL SCHOOL DISTRICT
NOMINATING PETITION FOR OFFICE OF MEMBER OF THE BOARD OF EDUCATION

To the Clerk of the Board of the New Paltz Central School District of the Towns of New Paltz, Gardiner, Esopus, Lloyd, Plattekill, Rosendale, and Rochester, Ulster County, New York:

I, the undersigned, do hereby state that I am a duly qualified voter of the above named school district, and that my place of residence is truly stated opposite my signature, and I do hereby nominate the following named person, who is truly qualified to run for office, as a trustee for the full term of three years as a member of the Board of Education of such school district:

NAME OF CANDIDATE (Please Print)	ADDRESS OF CANDIDATE	SIGNATURE OF CANDIDATE

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

PRINT NAME (FOR PURPOSE OF VERIFYING SIGNATURE)	DATE	SIGNATURE	RESIDENCE ADDRESS (NOT A P.O. ADDRESS)
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STATEMENT OF WITNESS

I, _____, state: That I am a duly qualified voter and now reside at _____, which is in the New Paltz Central School District, County of Ulster 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 a material false statement, shall subject me to the same penalties as if I had been duly sworn.

Dated: _____

Witness:_____

NEW PALTZ CENTRAL SCHOOL DISTRICT
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Witness:_____

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Dated: _____

Witness:_____

NEW PALTZ CENTRAL SCHOOL DISTRICT
EXPENDITURE AND CONTRIBUTION STATEMENT
FOR CANDIDATES FOR MEMBER OF THE BOARD OF EDUCATION

The following statement (including attachment, if necessary) shall be completed, signed, notarized and filed with the District Clerk of the New Paltz Central School District, New Paltz, 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, c/o Educational Management Services, 89 Washington Avenue, 1075 EBA, Albany, New York 12234.

THREE (3) STATEMENTS MUST BE FILED BY THE FOLLOWING DATES:

(1) on or before the 30th day preceding the date of the election (April 20, 2026)
(2) on or before the 5th day preceding the date of the election (May 14, 2026)
(3) within 20 days following the date of the election (June 8, 2026)

I, _____, am a candidate for member of the Board of Education of the New Paltz Central School District, at an election to be held on **May 19, 2026.**

COMPLETE THIS SECTION IF LESS THAN $500 HAS BEEN EXPENDED OR RECEIVED IN CONTRIBUTIONS DURING THE PARTICULAR REPORTING PERIOD:

I HEREBY CERTIFY THAT:

_____ as of _____, 2026, 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 _____, 2026, 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:

I HEREBY CERTIFY THAT:

_____ as of _____, 2026, 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 check this, you must complete the attached sheet.**

_____ as of _____, 2026, the aggregate amount of contributions made by others on my behalf, with my approval, was $_____. **If you checked this, you must complete the attached sheet.**

_____
Signature of Candidate

Sworn to before me this
____ day of _____, 2026

_____
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**
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
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CONTRIBUTIONS

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

NOTE: If Contributor Is a Political Committee, Include Political Unit Represented, Date of Receipt, Dollar Amount of Every Expenditure and Name and Address of the Person to Whom it Is Made.

NEW PALTZ CENTRAL SCHOOL DISTRICT
CAMPAIGN CONTRIBUTION STATEMENT
FOR CONTRIBUTIONS OF MORE THAN $1,000 RECEIVED
AFTER FILING OF SECOND EXPENDITURE AND CONTRIBUTION STATEMENT

I, _____, am a candidate for member of the Board of Education of the _____ School District, at an election to be held on **May 19, 2026.**

I HEREBY CERTIFY THAT:

The following contribution(s) made by others, on my behalf, with my approval, exceeded $1,000 and was received after the filing of the second statement. This report is being made within 24 hours of receipt of the contribution.

Name and Address of Contributor	**Date Received**	**Amount/Fair Market Value**
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

_____
Signature of Candidate

Sworn to before me this
____ day of _____, 2026

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Notary Public

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CAMPAIGN EXPENSES:

Expense	**Date**	**Amount**
_____	_____	_____
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Name of Contributor	**Address**	**Amount/Fair Market Value**
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_____	_____	_____
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_____	_____	_____
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New York State School Boards Association

RUNNING FOR THE SCHOOL BOARD



What all prospective school board members should know





Commitment to Public Education

A school board member takes on one of the most important citizen responsibilities: overseeing the education of the community's youth. In these challenging times for public education, school boards are seeking men and women who find excitement and satisfaction in confronting tough challenges and working collegially to rise above them and help students in their communities succeed.

The board of education is a uniquely American institution. It oversees and manages the community's public school system. It ensures the public schools are flexible and responsive to the needs of the community.

School boards are comprised of volunteers within the community who dedicate their time to better public education. Except for those in Yonkers and New York City, board members are elected.

The size of a school board depends on the type of school district but generally ranges between three and nine members. With limited exceptions, school board members serve three-, four- or five-year terms. Terms are staggered so all board positions are never open at the same time. Voters have the power to change the size of the board as set forth within the law.

RUNNING FOR THE SCHOOL BOARD







Responsibilities of a board member

With schoolchildren always their ultimate focus, school board members act officially at the board table, working with other board members to serve students and accomplish the following:

- Create a shared vision for the future of education
- Set the direction of the school district to achieve the highest student performance
- Provide rigorous accountability for student achievement results
- Develop a budget and present it to the community, aligning district resources to improve achievement
- Support a healthy school district culture for work and learning
- Create strategic partnerships with the community stakeholders
- Build the district's progress through continuous improvement
- Adopt and maintain current policies
- Hire and evaluate the superintendent
- Ratify collective bargaining agreements
- Maintain strong ethical standards

Characteristics of a board member

Below are attributes that all effective board members should possess.

- **Effective Communicator:** Can describe what he or she wants and describe what others want; a good listener
- **Consensus Builder:** Capable of working toward decisions that all can support and willing to compromise to achieve goals
- **Community Participant:** Enjoys meeting a variety of people, can identify the community's key communicators and reaches out to the community
- **Decision Maker:** Is comfortable making decisions and can support group decision-making
- **Information Processor:** Can organize priorities and schedules to handle large amounts of verbal and written information
- **Leader:** Willing to take risks, be supportive of board colleagues, district staff and community
- **Team Player:** Helps promote the board's vision and goals

New York State School Boards Association

24 Century Hill Drive, Suite 200 • Latham, NY 12110-2125

www.nyssba.org

Running for Your Local School Board

Once you have made the commitment to run for your local school board, there are requirements, deadlines, and processes that must be adhered to.



2026 Dates to Remember

April 20 – Petition must be filed for central, union free and common school districts

April 29 – Petition must be filed for all small city school districts

May 19 – Budget Vote & Election Day

Eligibility Requirements

Generally, school board candidates must be a U.S. citizen, at least 18 years old, qualified voters in the school district and able to read and write. They must be residents of their districts continuously for one year (as little as 30 days or as long as three years in some city school districts) before the election. They cannot be employed by the board on which they will serve or live in the same household with a family member who is also a member of the same school board.

Nominating Petitions

The requirements for filing nominating petitions for a school board vary depending upon the type of school district. Generally, candidates must submit a nominating petition to the school district clerk. The petition must be signed by at least 25 qualified district voters or two percent of the number of those who voted in the previous annual election, whichever number is greater. In small city school districts, nominating petitions must be signed by at least 100 qualified voters.

The petition must include the following:

- Candidate's name and residence
- Vacancy in question
- Incumbent's name (if any)
- Residences of the persons who signed the petition
- Length of the term of office for which the candidate is being nominated

Blank petitions are often available from the district clerk.

If a school district runs for seats "at large" such that each nominee is eligible for each vacancy, the nominating petition does not need to identify the specific incumbent's seat the nominee is seeking. This petition must be filed with the district clerk at least 30 days (20 days in small city districts) before the election, between 9:00 a.m. and 5:00 p.m. In 2026 nominating petitions in small city school districts must be filed by April 29th, in other districts nominating petitions must be filed by April 20th.

Campaigning

Once the petition is filed, the next step is to gather support. State law requires all candidates for election to a board of education to file a sworn statement with the district clerk disclosing both their campaign expenses and contributions received. Statements must be filed at three different times during the election period. If contributions received or expenditures made by the candidate or by the candidate plus others on the candidate's behalf exceed $500, a statement also should be filed with the commissioner of education. Expenditures of not more than $25 may be made without the candidate's permission if the donor or donors file a sworn statement with the clerk and the commissioner stating that the candidate did not approve the expenditure.

The expenditure and contribution statement prepared for the Commissioner of Education should be mailed to:
Commissioner of Education
c/o Educational Management Services
89 Washington Avenue, 1075 EBA
Albany, NY 12234





Election By state law, school board and budget elections, in all districts except the Big 5 (Buffalo, New York City, Rochester, Syracuse and Yonkers), must be held on the third Tuesday in May. In 2026, the budget vote and election occurs on May 19th.

New York State School Boards Association

If you are elected, you don't need to face this new challenge alone. The New York State School Boards Association is here to help you!

The New York State School Boards Association (NYSSBA) was founded in 1896 in Utica, New York. With over 100 years of commitment, NYSSBA serves as the statewide voice of more than 650 boards of education.

The Association provides current information and advice on matters affecting school boards and works with other educational and related organizations in promoting excellence in public education. Consistent with our dedication to children, learning and the community, the Association provides advocacy, information, leadership development and custom services to public school boards.

Training

Once elected, you will be required by New York State law to fulfill mandatory training within your first year of service. This includes fiscal oversight training and governance skills training. NYSSBA provides convenient online courses and regional academies to fulfill these requirements and to further your knowledge of public education and your responsibilities as a board member.

NYSSBA is ready to assist you in your effort to serve your community. Good luck in your pursuit of school board service and thank you for your dedication to providing quality education for New York State public school children.

For more information on school board service training and support, visit The School Board Member Experience at www.nyssba.org/experience or contact The New York State School Boards Association at (518) 783-0200 or via email at info@nyssba.org.

New York State School Boards Association

