



MIDLAKES

2021 Board of Education Candidate Packet
PHELPS-CLIFTON SPRINGS CENTRAL SCHOOL DISTRICT

Prepared by:

*Krystal Plante, District Clerk
1490 State Route 488,
Clifton Springs, NY 14432
kplante@midlakes.org
(315) 548-6423*



MIDLAKES

2021 Board of Education Election Information PHELPS-CLIFTON SPIRNGS CENTRAL SCHOOL DISTRICT

VACANCIES

Three seats on the Phelps-Clifton Springs Central School District Board of Education will become vacant on June 30, 2021. Qualified voters of the district will elect three (3) Board Members at the Annual School Election on May 18, 2021, to the seats currently held by Todd Freelove, Tracy Altman and Amber Wilkes.

TERM OF OFFICE

Candidates run at large in the Phelps-Clifton Springs Central School District. The vacancies are for a full term of three (3) years, commencing on July 1, 2020 and expiring June 30, 2023. The three (3) candidates receiving the highest number of votes will serve terms of three (3) years.

QUALIFICATIONS FOR SCHOOL BOARD CANDIDATES

- Residency in the Phelps-Clifton Springs Central School District for at least one year prior to the day of election.
- 18 years of age or older
- A citizen of the United States
- Be able to read and write

A school board member does not have to be a taxpayer. Employees of Phelps-Clifton Springs Central School District may not be a member of the Board of Education. No more than one member of a family may be a member of the same Board of Education in any school district. Individuals removed from any office of any school district within one year of the day of election may not be elected to a Board of Education.

FILING OF NOMINATING PETITIONS

Petitions for nominating a school trustee are available from Krystal Plante, District Clerk at the District Office and must be filed with the District Clerk. The deadline for filing completed petitions is **Tuesday, April 19, 2021 by 5:00 p.m.** A minimum of 25 signatures of qualified voters of the school district is required. (Education Law 2018-a)

QUALIFICATIONS NECESSARY FOR PERSONS TO SIGN NOMINATING PETITIONS

- 18 years of age or older
- U.S. citizen
- Residency in the Phelps-Clifton Springs Central School District for at least thirty (30) days prior to the scheduled annual school election.

A person is not required to own property to be qualified to vote in a school district election OR to sign a nominating petition for a school board candidate. A Person may sign petitions for more than one candidate.



MIDLAKES

2021 Board of Education Election Information PHELPS-CLIFTON SPIRNGS CENTRAL SCHOOL DISTRICT

INSTRUCTIONS FOR SIGNING NOMINATING PETITIONS

- All signature must be accompanied by a residence address (Street and Town) within the Phelps-Clifton Springs Central School District. **PO Box addresses will not be accepted.**
- All signatures are numbered consecutively.
- All signatures must be in ink.
- All signatures must be dated with month, day, and year.
- All signatures are INDIVIDUALIZED, i.e., Jane Doe or John Doe (not Mrs. John Doe or Mr. and Mrs. John Doe)

ORDER OF CANDIDATES' NAMES ON THE SCHOOL ELECTION BALLOT

As required by State Education Law, candidates' names are listed on the voting machine ballot in order of random drawing. At 9:00 a.m. on the day after the day that nominating petitions are due in the District Office, the District Clerk will conduct a drawing of the names of the candidates to determine their order on the ballot. Candidates are welcome to attend this drawing, or designate a person to attend this drawing as their representative, if they wish to.

STATEMENTS OF CAMPAIGN CONTRIBUTIONS AND EXPENSES

Chapter 359 of the Laws of 1978, Chapter 151 of the Laws of 1981 and Chapter 466 of the Laws of 2004 require that all candidates for election as a school board member file sworn statements of campaign contributions and expenses, both before and after the annual school election. Deadline dates are as follows:

- 1st Declaration of Campaign Expenditures statement due (30 days prior to election) by **Monday, April 19, 2021**
- 2nd Declaration of Campaign Expenditures statement due (5 days prior to election) by **Thursday, May 13, 2021**
- 3rd Declaration of Campaign Expenditures statement due (20 days after election) by **Monday, June 7, 2021**

If less than \$500 in aggregate is contributed or spent, sworn statements are still required to be filed with the District Clerk stating that total election contributions or expenses did not exceed \$500 – even if \$0 has been spent. If contributions or expenses exceed \$500, itemized statements must be filed with the District Clerk and with the Commissioner of Education. The statements must itemize the date of each contribution or expenditure, as well as the names and addresses of individuals who have contributed to the candidate's campaign and of the individuals to whom expenses have been paid. Forms attached.

TRAINING

Every school board member elected to a term beginning on or after July 1, 2005, is required to take six hours of training on fiscal oversight, accountability, and fiduciary responsibilities within the first year of his or her term. In addition, beginning on or after July 1, 2011, every school board member elected for a first term must complete within the first year of his or her term general training on the powers, functions and



MIDLAKES

2021 Board of Education Election Information PHELPS-CLIFTON SPIRNGS CENTRAL SCHOOL DISTRICT

duties of school boards, and the powers and duties of other governing and administrative authorities affecting public education.

Any expenses incurred for these training are a charge upon the district. The District Clerk will help arrange these trainings with you.

EXPECTATIONS

A Board member must act in good faith and exercise a degree of diligence, care and skill. Expectations of a Board Member include:

- Regularly attend and participate in Board Meetings as well as Committee Meetings.
- Be prepared - read, review and inquire about materials that involve the school, especially reports, plans and policies.
- Board Members need to be accessible to the public and accountable for the performance of their schools.
- Board Members must have the ability to compromise. Expect to be flexible, even as you seek to honor your deepest values and commitments. Exhibit a strong commitment to working with others on the board toward the common goal of providing the best possible education for the children in the community.
- Participate in professional development and commit the time and energy necessary to be informed and effective leaders. Understand the school's vision, goals, and policies; its current successes, challenges, and opportunities; and the educational environment in your community.
- Have the fiduciary responsibility for the assets, finances, and investments of the school, and exercise due diligence, care and caution.
- Know the aspirations and expectations of the students and parents.
- Board members are the education watchdog for their communities, ensuring that students get the best education for the tax dollars spent.

Setting the vision for education in the local community, making curriculum decisions, allocating resources and establishing student performance standards are just a few of the types of issues that a board member must face. Decisions on these issues will influence what happens in the school district well into the future.

Serving as a school board member demands time, energy and a willingness to listen. It can be a rewarding experience by giving back to the community, influencing the lives of children and carrying out an essential democratic responsibility.



MIDLAKES

2021 Board of Education Election Information PHELPS-CLIFTON SPIRNGS CENTRAL SCHOOL DISTRICT

MIDLAKES JOURNAL

Biographies of the candidates for the Phelps-Clifton Springs Central School District Board of Education will be published in the spring edition of the Midlakes Journal, the district newsletter, and online at Midlakes.org. The District Clerk will contact each candidate, via email, to complete an online candidate biography and to arrange a time to have headshots taken by the District.

QUESTIONS

Please contact Krystal Plante, District Clerk at kplante@midlakes.org or (315) 548-6423, if you have any questions on the above or the School District Election in general.

Krystal Plante
District Clerk

Attachments: Nominating Petition for Office of Member of the Board of Education
Declaration of Campaign Expenditures (3 Statements)

PHELPS-CLIFTON SPRINGS CENTRAL SCHOOL DISTRICT NOMINATING PETITION FOR OFFICE OF MEMBER OF THE BOARD OF EDUCATION

This petition must be **signed by at least 25 qualified voters** of the District and must be filed by **April 19, 2021 at 5:00 p.m.** with Krystal Plante, District Clerk, Phelps-Clifton Springs CSD, 1490 Route 488, Clifton Springs, NY 14432.

To the District Clerk of the Phelps-Clifton Springs Central School District in Ontario 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 (3) years as a member of the Board of Education of such school district:

NAME OF CANDIDATE
(PLEASE PRINT)

ADDRESS OF CANDIDATE

SIGNATURE OF CANDIDATE

Expiring Terms Held By:
TODD FREELOVE, Clifton Springs, NY (3 Year Term)
TRACY ALTMAN, Phelps, NY (3 Year Term)
AMBER WILKES, Phelps, NY (3 Year Term)

Voting for the above-named individual, and all other candidates, will take place on **May 18, 2021** between the hours of 12:00 p.m. and 9:00 p.m., in the Midlakes Middle School Gymnasium.

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

<u>PRINT NAME</u> (FOR SIGNATURE VERIFICATION)	<u>DATE</u>	<u>SIGNATURE</u>	<u>RESIDENCE ADDRESS</u> (INCLUDE STREET & TOWN, PO BOX NOT ACCEPTED)
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			

PHELPS-CLIFTON SPRINGS CENTRAL SCHOOL DISTRICT NOMINATING PETITION FOR OFFICE OF MEMBER OF THE BOARD OF EDUCATION

This petition must be **signed by at least 25 qualified voters** of the District and must be filed by **April 19, 2021 at 5:00 p.m.** with Krystal Plante, District Clerk, Phelps-Clifton Springs CSD, 1490 Route 488, Clifton Springs, NY 14432.

To the District Clerk of the Phelps-Clifton Springs Central School District in Ontario 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 (3) years as a member of the Board of Education of such school district:

NAME OF CANDIDATE
(PLEASE PRINT)

ADDRESS OF CANDIDATE

SIGNATURE OF CANDIDATE

Expiring Terms Held By:

- TODD FREELOVE**, Clifton Springs, NY (3 Year Term)
- TRACY ALTMAN**, Phelps, NY (3 Year Term)
- AMBER WILKES**, Phelps, NY (3 Year Term)

Voting for the above-named individual, and all other candidates, will take place on **May 18, 2021** between the hours of 12:00 p.m. and 9:00 p.m., in the Midlakes Middle School Gymnasium.

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

<u>PRINT NAME</u> (FOR SIGNATURE VERIFICATION)	<u>DATE</u>	<u>SIGNATURE</u>	<u>RESIDENCE ADDRESS</u> (INCLUDE STREET & TOWN, PO BOX NOT ACCEPTED)
16.			
17.			
18.			
19.			
20.			
21.			
22.			
23.			
24.			
25.			
26.			
27.			
28.			
29.			
30.			



STATEMENT 1

Due on or before the 30th
day before the election.
For 2021: by April 19, 2021

MIDLAKES DISTRICT OFFICE
PHELPS-CLIFTON SPRINGS CENTRAL SCHOOL DISTRICT

1490 State Route 488, Clifton Springs, NY 14432
PHONE: (315) 548-6420 | FAX: (315) 548-6439

DECLARATION OF CAMPAIGN EXPENDITURES

Note: Any election expenses that you incur in the pursuit of election to the Board of Education are not reimbursable by the District. They are considered personal expenses.

NAME _____

DATE _____

ADDRESS _____

Please select one:

____ In relation to my candidacy for Board of Education, I affirm that all money or other valuable things paid, given, expended or promised by me, or incurred for or on my behalf with my approval, together with all personal expenses incurred by me, do not exceed \$500.00. **If selected, you are only required to file this statement with the District Clerk.**

____ In relation to my candidacy for Board of Education, I affirm that all money or other valuable things paid, given, expended or promised by me, or incurred for or on my behalf with my approval, together with all personal expenses incurred by me, exceed \$500.00. Attached to this statement is a complete list of all such expenses. (Note: This list must include the dollar amount of any receipt, contribution or transfer, or the fair market value of any receipt, contribution or transfer which is other than of money, the name and address of the transferor, contributor or person from whom received, and if the transferor, contributor or person is a political committee as defined in subdivision one of section 14-100 of the Election Law; the name of and the political unit represented by the committee, the date of its receipt, the dollar amount of every expenditure, the name and address of the person to whom it was made or the name of and the political unit represented by the committee to which it was made and the date thereof.) **If selected, you are required to file this statement with the District Clerk and the Commissioner of Education, c/o Educational Management Services, NYS Education Department, Room 475 EBA, Albany, NY 12234.**

SIGNATURE

STATE OF NEW YORK)
COUNTY OF _____) ss:

On this _____ day of _____, 20__, before me, the subscriber, personally appeared to me personally known and known to me to be the same person described who executed the within Instrument, and s/he duly acknowledged to me that s/he executed the same.

Notary Public

*This form is provided as a courtesy by the Phelps-Clifton Springs CSD.
Candidates alone are responsible for ensuring compliance with the Education Law.*



STATEMENT 2

Due on or before the 5th day
before the election.
For 2021: by May 13, 2021

MIDLAKES DISTRICT OFFICE
PHELPS-CLIFTON SPRINGS CENTRAL SCHOOL DISTRICT

1490 State Route 488, Clifton Springs, NY 14432
PHONE: (315) 548-6420 | FAX: (315) 548-6439

DECLARATION OF CAMPAIGN EXPENDITURES

Note: Any election expenses that you incur in the pursuit of election to the Board of Education are not reimbursable by the District. They are considered personal expenses.

NAME _____

DATE _____

ADDRESS _____

Please select one:

____ In relation to my candidacy for Board of Education, I affirm that all money or other valuable things paid, given, expended or promised by me, or incurred for or on my behalf with my approval, together with all personal expenses incurred by me, do not exceed \$500.00. **If selected, you are only required to file this statement with the District Clerk.**

____ In relation to my candidacy for Board of Education, I affirm that all money or other valuable things paid, given, expended or promised by me, or incurred for or on my behalf with my approval, together with all personal expenses incurred by me, exceed \$500.00. Attached to this statement is a complete list of all such expenses. (Note: This list must include the dollar amount of any receipt, contribution or transfer, or the fair market value of any receipt, contribution or transfer which is other than of money, the name and address of the transferor, contributor or person from whom received, and if the transferor, contributor or person is a political committee as defined in subdivision one of section 14-100 of the Election Law; the name of and the political unit represented by the committee, the date of its receipt, the dollar amount of every expenditure, the name and address of the person to whom it was made or the name of and the political unit represented by the committee to which it was made and the date thereof.) **If selected, you are required to file this statement with the District Clerk and the Commissioner of Education, c/o Educational Management Services, NYS Education Department, Room 475 EBA, Albany, NY 12234.**

SIGNATURE

STATE OF NEW YORK)
COUNTY OF _____) ss:

On this _____ day of _____, 20__, before me, the subscriber, personally appeared to me personally known and known to me to be the same person described who executed the within Instrument, and s/he duly acknowledged to me that s/he executed the same.

Notary Public

*This form is provided as a courtesy by the Phelps-Clifton Springs CSD.
Candidates alone are responsible for ensuring compliance with the Education Law.*



STATEMENT 3

Due within 20 days after election.
For 2021: by June 7, 2021

MIDLAKES DISTRICT OFFICE
PHELPS-CLIFTON SPRINGS CENTRAL SCHOOL DISTRICT

1490 State Route 488, Clifton Springs, NY 14432
PHONE: (315) 548-6420 | FAX: (315) 548-6439

DECLARATION OF CAMPAIGN EXPENDITURES

Note: Any election expenses that you incur in the pursuit of election to the Board of Education are not reimbursable by the District. They are considered personal expenses.

NAME _____

DATE _____

ADDRESS _____

Please select one:

_____ In relation to my candidacy for Board of Education, I affirm that all money or other valuable things paid, given, expended or promised by me, or incurred for or on my behalf with my approval, together with all personal expenses incurred by me, do not exceed \$500.00. **If selected, you are only required to file this statement with the District Clerk.**

_____ In relation to my candidacy for Board of Education, I affirm that all money or other valuable things paid, given, expended or promised by me, or incurred for or on my behalf with my approval, together with all personal expenses incurred by me, exceed \$500.00. Attached to this statement is a complete list of all such expenses. (Note: This list must include the dollar amount of any receipt, contribution or transfer, or the fair market value of any receipt, contribution or transfer which is other than of money, the name and address of the transferor, contributor or person from whom received, and if the transferor, contributor or person is a political committee as defined in subdivision one of section 14-100 of the Election Law; the name of and the political unit represented by the committee, the date of its receipt, the dollar amount of every expenditure, the name and address of the person to whom it was made or the name of and the political unit represented by the committee to which it was made and the date thereof.) **If selected, you are required to file this statement with the District Clerk and the Commissioner of Education, c/o Educational Management Services, NYS Education Department, Room 475 EBA, Albany, NY 12234.**

SIGNATURE

STATE OF NEW YORK)
COUNTY OF _____) ss:

On this _____ day of _____, 20__, before me, the subscriber, personally appeared to me personally known and known to me to be the same person described who executed the within Instrument, and s/he duly acknowledged to me that s/he executed the same.

Notary Public

*This form is provided as a courtesy by the Phelps-Clifton Springs CSD.
Candidates alone are responsible for ensuring compliance with the Education Law.*