



COPY

MEMORANUM OF INSTRUCTIONS

TO: Superintendents of Component School Districts and Board Clerks
FROM: Mary Beth Bruno, Board Clerk
SUBJECT: ADMINISTRATIVE BUDGET VOTE AND BOARD ELECTION
DATE: March 30, 2023

As you know, each component school district must hold a regular or special meeting on **April 19, 2023** to vote on the BOCES 2023-24 administrative budget and board election. This memorandum will outline the general instructions for conducting the vote.

Attached please find the Official Ballot for the BOCES vote and board election. *The ballot will also be sent in the mail.*

Administrative Budget - Each component board may cast one vote for (yes) or against (no) the proposed administrative budget.

The administrative budget approval or disapproval will be based upon the actions of a majority of the component districts actually voting. If the budget is approved, the BOCES board must adopt the budget without change. However, if the budget is not approved, the BOCES board must adopt a contingency budget which may not exceed the previous year's budget except for expenditures for supplemental retirement and health insurance costs associated with retirees.

Board Election - There are four (4) candidates nominated for four (4) vacant seats, each for a three-year term commencing July 1, 2023 – June 30, 2026. Each component district shall be entitled to one vote for each vacant seat. A component board may not cast more than one vote for any candidate.

Information regarding the administrative budget and board candidates can be found in the BOCES newsletter. *Copies of the newsletter have been mailed for distribution at your next board meeting.*

BOARD CLERKS - PLEASE NOTE:

Immediately following your meeting:

- April 19 - **Submit your vote via link:** [Tally of the Votes](#) (test link now)
Complete the ballot with certification.
- April 20 - Scan the ballot and **email** to my address below no later than 4/20 at 9:00 a.m.
Please **mail** the original ballot *in the envelope provided.*

If you have any questions or concerns regarding the above, please do not hesitate to contact me. Please email mary.bruno@neric.org or call my cell at 518-366-5020.

Thank you very much!



OFFICIAL BALLOT
April 19, 2023

Administrative Budget Vote

RESOLVED, that the Board of Cooperative Educational Services of Albany-Schoharie- Schenectady- Saratoga Counties be authorized to expend the sums set forth in the Administrative Budget document in the total amount of **\$13,492,132** during the school year 2023-24 and to raise such sum by assessments to component school districts, non-component school districts, other BOCES and other sources as required by law.

Yes

No

BOCES Board Election

There are four (4) vacancies, each for a three-year term, commencing July 1, 2023 – June 30, 2026.

The following four (4) candidates have been nominated for four (4) vacant seats on the BOCES Board of Education. Each component district shall be entitled to one vote for each vacant seat. A component board may not cast more than one vote for any candidate.

NANCY DEL PRADO

55 Merritt Drive
Schenectady, New York
Home District: Mohonasen Central School District

NAOMI HOFFMAN

7 Buckingham Court
Clifton Park, New York
Home District: Shenendehowa Central School District

CATHERINE LEWIS

1164 Van Curler Avenue
Schenectady, New York
Home District: Schenectady City School District

JOHN PHELAN

142 Benjamin Street
Schenectady, New York
Home District: Guilderland Central School District

Certification

*At a meeting of the Board of Education held on **April 19, 2023**, the Board voted on the proposed 2023-24 Administrative Budget and Board Election for the Board of Cooperative Educational Services of Albany-Schoharie-Schenectady-Saratoga Counties.*

I hereby certify that the result of the vote stated above is accurate and should be recorded by the BOCES.

School District Name

Board Clerk Signature