


**Deborah B. Ayers**  
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## MEMORANDUM

**To:** All OCM BOCES Component District Board of Education Presidents  
**From:** Deborah Ayers   
**Subject:** BOCES Board Member Nominations  
**Date:** January 18, 2013

The Onondaga-Cortland-Madison BOCES has four (4) Board Members whose terms expire on June 30, 2013.

- **Catherine Cifaratta-Brayton (representing North Syracuse CSD)**
- **Roseann DuBrava (representing Cincinnatus CSD, Marathon CSD and McGraw CSD)**
- **Mark Gilbert (representing DeRuyter CSD, Cazenovia CSD and Chittenango CSD)**
- **David Paczkowski (representing West Genesee CSD)**

The revised BOCES Law (1950) requires that the nomination for each Board Member be by resolution of the Board of Education of one or more component school districts, to be transmitted to the Clerk of the BOCES in writing at least 30 days prior to the date of the election. With the election set for April 22, 2013, nominations must be in my office by 4 p.m. on March 22, 2013.

Attached are the official forms for nomination of the vacant offices. Only one resident from a component district may be a BOCES Board Member. All components will be notified of nominations that are received.

A biographic outline to be completed for each nominee is attached. This outline will be used to provide information to all other component district Board of Education members. Please return this form with all nominations by March 22, 2013.

If you have any questions, please call (315) 433-2614.

Attachments (Nomination For Membership Form, Biographic Outline For Nominee Form and Q & A)

C: OCM BOCES Component District Superintendents

**NOMINATION FOR MEMBERSHIP TO THE OCM BOCES BOARD OF EDUCATION**

**Eligibility Requirements for Membership on BOCES Board of Education**

1. A resident of a component district of Onondaga-Cortland-Madison BOCES at least thirty (30) days prior to election
2. A citizen of the United States
3. At least 18 years of age
4. Not an employee of a component district of OCM BOCES
5. A resident of a component district of OCM BOCES where another resident of that district does not currently serve on the OCM BOCES Board of Education
6. The nomination for OCM BOCES Board of Education must be by Board of Education resolution by at least one of the component school districts

Return to: Deborah B. Ayers, Clerk of the Board  
 OCM BOCES – Administration Building  
 PO Box 4754, Syracuse, NY 13221

**Nomination for Membership to the OCM BOCES Board of Education**

1. Members with terms expiring June 30, 2013: Catherine Cifaratta-Brayton, Roseann DuBrava, Mark Gilbert and David Paczkowski

**2. Term of Office: July 01, 2013 – June 30, 2016 (4 seats)**

**3. The following name(s) is (are) placed in nomination for the above term:**

Name	Address

By: \_\_\_\_\_ Title: \_\_\_\_\_  
Board Clerk/President or Superintendent

Of: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Component Board of Education, OCM BOCES

**Note:** In voting on April 22, 2013, each Board of Education is entitled to one vote per vacancy. That vote is determined by a majority of each Board of Education passing a resolution to elect the candidate.

**Last filing date:** March 22, 2013 – 4:00 p.m.

**BIOGRAPHIC OUTLINE FOR NOMINEE TO THE BOARD OF EDUCATION**

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Name \_\_\_\_\_ (Note: You may provide a digital photo)

Address \_\_\_\_\_ E-Mail: \_\_\_\_\_

Telephone (Home) \_\_\_\_\_ (Business) \_\_\_\_\_ (Cell) \_\_\_\_\_  
(Only if permissible to be contacted at work)

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**Educational Background**

College \_\_\_\_\_ Degree \_\_\_\_\_ Major \_\_\_\_\_

College \_\_\_\_\_ Degree \_\_\_\_\_ Major \_\_\_\_\_

**Business and/or Professional Background**

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**Organizations, Business Affiliations, Clubs, Community Activities, etc. (note offices held)**

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**Hobbies and/or Avocations**

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**Questions and Answers  
Election of BOCES Board Members  
BOCES Annual Meeting  
Vote on the BOCES Administrative Budget  
February 2013**

**ELECTION OF BOCES BOARD MEMBERS**

**1. Q. Who is currently serving on the BOCES Board of Education?**

<b>A.</b>	<u>Name</u>	<u>Term Expires</u>	<u>District of Residence</u>
	Wayne Brownson	2015	East Syracuse Minoa
	William Pedrick	2015	Homer
	Maryam Wasmund	2015	Fabius-Pompey
	Ann Wright	2015	Jamesville-DeWitt
	Joan Reeves	2014	Baldwinsville
	Michael Murphy	2014	Liverpool
	Lisa O' Reilly	2014	Westhill
	Catherine Cifaratta-Brayton	2013	North Syracuse
	Mark Gilbert	2013	Chittenango
	David Paczkowski	2013	West Geneseo
	Roseann DuBrava	2013	Marathon

**2. Q. What BOCES Board seats are up for election in 2013?**

**A.** Four (4) seats are up for election; those currently held by Catherine Cifaratta-Brayton, Roseann DuBrava, Mark Gilbert and David Paczkowski

**3. Q. What is the term of office for a BOCES Board member?**

**A.** The term of office is three (3) years.

**4. Q. When is the election of BOCES Board Members to take place?**

**A.** On April 22, 2013.

**5. Q. Where must the election of BOCES Board Members be held?**

**A.** In each component school district at a meeting of the local Board of Education to be held on April 22, 2013.

**6. Q. How and when are BOCES Board Members to be nominated?**

**A.** By resolution of the board of education of one or more component school districts, to be transmitted to Deborah Ayers, the Clerk of the BOCES, in writing no later than March 22, 2013.

7. **Q. How are component school districts notified of the slate of candidates?**
- A. As required by regulation, the Clerk of the BOCES will send an official election ballot containing the name and address of each candidate to the clerk of the board of each component school district by April 5, 2013. Copies of the ballot will be sent to all board of education presidents and superintendents.
8. **Q. How many votes may each component school district cast?**
- A. One vote for each vacant board position to be filled. No more than one vote may be cast for any individual candidate.
9. **Q. May a component school district cast a "bullet" vote (i.e., vote only for one candidate where there is more than one vacancy)?**
- A. Yes. Component school districts are "entitled to" one vote for each vacant office, but there is no requirement that they cast one vote per vacancy.
10. **Q. How are the winning candidates determined?**
- A. The candidates receiving a plurality of the votes cast are elected. Candidates are elected in order of the greatest number of votes received until all vacancies are filled.
11. **Q. When do the new Board members take office?**
- A. The four (4) candidates with the highest number of votes take office on July 1, 2013.
12. **Q. What happens if the component Board of Education is unable to obtain a quorum on the day designated for the BOCES election, or otherwise fails to adopt a board resolution voting on the candidates?**
- A. The ballot of the component school district will be treated as void, and the candidates receiving a plurality of the votes actually cast on the day of the election are elected.
13. **Q. How is representation from all districts encouraged?**
- A. Representation on the OCM BOCES Board of Education is determined by law and by tradition. The law governing BOCES Boards of Education indicates that no Board of Education can have more than one representative. The tradition in this BOCES since the merger of the Onondaga-Madison BOCES and Cortland-Madison BOCES Boards of Education has been to encourage that all 23 of the component districts have representation either directly or indirectly. In 1985, an agreement was developed that suggested that the five largest districts have one board member each and that the remaining six board members be nominated by clusters of districts.

Since 1985, one board member has been on the BOCES Board representing the following clusters of districts:

Cazenovia  
Chittenango  
DeRuyter

Cortland  
Homer

Cincinnatus  
Marathon  
McGraw

Fayetteville-Manlius  
Jamesville-DeWitt

Fabius-Pompey  
LaFayette  
Tully

Lyncourt  
Marcellus  
Onondaga  
Solvay  
Westhill

Typically, there has been movement from district to district within each cluster as BOCES Board members end their service.

#### **THE BOCES ANNUAL MEETING**

14. **Q. When will the BOCES Annual Meeting be held?**
- A. The BOCES Annual Meeting will be held on Thursday, April 11, 2013 at 6:00 p.m. at the McEvoy Education Center, Cortland, NY.
15. **Q. What is the purpose of the Annual Meeting since the election of BOCES Board Members takes place at meetings of the local Boards?**
- A. To present the tentative administrative, capital and program budgets of the BOCES to component school board members in advance of the vote on the tentative administrative budget and to conduct other BOCES-wide business.

#### **THE VOTE ON THE BOCES ADMINISTRATIVE BUDGET**

16. **Q. Where and when must the vote on the BOCES Administrative Budget take place?**
- A. At meetings of the Board of Education of each component school district to be held on April 22, 2013
17. **Q. Does approval of the tentative administrative budget require approval by a majority of the total number of component Boards of Education or approval of a majority of the Boards of Education that actually vote on the administrative budget?**
- A. While all component Boards are expected to meet and adopt a resolution either approving or disapproving the tentative administrative budget, approval of the administrative budget requires approval of a majority of the number of component Boards actually voting.

18. **Q. When must each board of education report the results of its vote on the administrative budget?**
- A. The resolution on either approving or disapproving the tentative administrative budget must be transmitted to Deborah Ayers, BOCES Clerk, on April 23, 2013.
19. **Q. How will BOCES budgets be transmitted to local Boards?**
- A. BOCES will send copies of budgets to the Superintendent's office of local districts for distribution to Board members no later than March 28, 2013.
20. **Q. What must component Boards do after receipt and review of BOCES budgets?**
- A. They must vote only on the administrative budget on April 22, 2013. Districts choose to purchase other BOCES services through the final requests due on April 15, 2013.
21. **Q. What happens if the majority of voting districts approve the tentative BOCES administrative budget?**
- A. The BOCES may adopt the administrative budget without modification.
22. **Q. What happens if the budget is disapproved?**
- A. The BOCES Board must adopt a contingency administrative budget.
23. **Q. Is a contingency administrative BOCES budget the same as an ordinary contingency budget in a local school district?**
- A. No. A contingency administrative budget for BOCES means that the amount of the administrative budget may not exceed the amount in the previous school year, except for additional expenditures incurred in payments for supplemental retirement allowances.
24. **Q. Who do I contact if I have questions or need more information?**
- A. Jody Manning, District Superintendent (315) 433-2602  
Deborah Ayers, BOCES Board Clerk (315) 433-2614