



Freeport Public Schools

235 North Ocean Avenue / Freeport , New York 11520/ 516- 867- 5200

2024 Candidate for the Office of School Board Trustee Packet

Board of Education

Maria Jordan-Awalom
President

Shuron U. Jackson
Vice President

Sunday F. Coward
Trustee

Sonia A. Dixon
Trustee

Scott A. Richardson
Trustee

Dr. Kishore Kuncham
Superintendent of Schools

Glori Engel
Assistant Superintendent
for Educational &
Administrative Services

Benjamin Roberts
Assistant Superintendent
for Personnel & District
Clerk

Dr. Helen Kanellopoulos
Assistant Superintendent
for Curriculum &
Instruction

Dr. Garvin Romane
Assistant Superintendent
of Pupil Personnel
Services & Special
Education

Idowu Ogundipe
Assistant Superintendent
for Business

To the Candidate for the Office of School Board Trustee:

Following are the requirements of candidates for the Office of School Board Trustee.

The qualifications for a School Board Trustee Candidate are as follows:

- must be able to read and write
- must be a qualified voter of the district
 - *must be a citizen of the United States*
 - *must be 18 years of age or older*
 - *must be a district resident for at least 30 days*
 - *must not be a convicted felon or have been adjudged an incompetent*
- must be and have been a district resident for a continuous and uninterrupted period of at least one year immediately before the election, but need not be a taxpayer;
- must be the only member of his/her family (defined as those within the same household) on such school board;
- may not be an employee of such board;
- may not simultaneously hold another, incompatible public office;
- must not have been removed from a school district office within one year of the election.

Petitions supporting one's nomination to run as a candidate for the office of school board trustee must be submitted to the District Clerk's office at 235 North Ocean Avenue, Freeport, New York **on or before Monday, April 22, 2024, at 5:00 p.m.**

A minimum of (25) signatures of qualified voters is required on a Petition to Nominate a Candidate. Blank petitions are attached hereto for your use; however, you are not required to use this form, you may use your own form if it conforms to the requirements within the Education Law. Additionally, you will find attached an Affidavit of Consent. This form must be completed and tiled with the District Clerk along with the nominating petitions.

In accordance with Education Law §2032, names of candidates shall be listed on the ballot in the order determined by a lottery. Such lottery shall be conducted by the District Clerk on Monday, April 22, 2024 at 5:00p.m. in the Office of the District Clerk located at 235 North Ocean Avenue, Freeport, New York. You are invited to be present or to send a representative designated in a written proxy, otherwise the District Clerk shall be designated as proxy.

Candidates for the position of School Board Trustee must submit three (3) financial reports if their expenditures exceed \$500. The first statement is due on or before the thirtieth (30th) day preceding the election in the Office of the District Clerk, which will be on Monday, April 22, 2024. The second statement is due on or before the fifth (5th) day preceding the election in the Office of the District Clerk, which will be Thursday, May 16, 2024 and the third statement is due in the Office of the District Clerk twenty (20) days after the election which will be Monday, June 10, 2024. In the event the expenses do not exceed \$500, then only a sworn statement to that effect must be filed with the District Clerk. All of these forms are attached for your convenience. Please refer to the Education Law for applicability in filing these forms with the Commissioner of Education.

Please be further advised that all regulations under Education Law must be carefully regarded. Should you have any questions, you may contact me at (516) 867-5209.

Very truly yours,

A handwritten signature in black ink that reads "Benjamin Roberts". The signature is written in a cursive, flowing style.

Benjamin Roberts
District Clerk

Documents Enclosed:

1. Affidavit of Consent
2. Petitions, 2 (may be reproduced as needed)
3. Instructions for Reporting of Expenditures & Contributions
4. Policy - Filing of Financial Expenditure Statements
5. Thirty (30) Day Financial Expenditure Statement over \$500
6. Five (5) Day Financial Expenditure Statement over \$500
7. Twenty (20) Day Financial Expenditure Statement under \$500



Petitioner's Affidavit of Consent

Freeport Union Free School District

State of New York)

ss:

County of Nassau)

_____, being duly sworn deposes and says:

I reside at _____ and am a duly qualified voter of Freeport Union Free School District of the Town of Hempstead, County of Nassau, New York and possess the following qualifications:

- must be able to read and write;
- must be a qualified voter of the district;
 - *must be a citizen of the United States*
 - *must be 18 years of age or older*
 - *must be a district resident for at least 30 days*
 - *must not be a convicted felon or have been adjudged an incompetent*
- must be and have been a district resident for a continuous and uninterrupted period of at least one year immediately before the election, but need not be a taxpayer;
- may be the only member of his/her family (defined as those within the same household) on such school board;
- may not be an employee of such board;
- may not simultaneously hold another, incompatible public office;
- must not have been removed from a school district office within one year of the election.

The petition nominating me for the office of School Trustee and filed with the Clerk of the District, has my consent.

Signature

Sworn to me

This _____ day of _____, 2024



**Freeport Public Schools
Board of Education
Petition to Nominate a Trustee**

(to be filed with the Clerk not later than 5:00 p.m. on April 22, 2024)

I, the undersigned, a duly qualified voter of Freeport Union Free School District of the Town of Hempstead, Nassau County, New York, having the place of residence truly stated opposite my signature hereto, state that I intend to support at the forthcoming election hereinafter referred to, and I do hereby nominate _____ who resides at _____, Freeport, New York to succeed Sunday F. Coward for a three-year term to expire on June 30, 2027, as candidate for election to the office of trustee of the Board of Education for this District at the election to be held on the _____

I WITNESS WHEREOF, I have hereunto set my hand, the day and year placed opposite my signatures.

	<i>Date</i>	<i>Print Name</i>	<i>Sign Name</i>	<i>Address</i>
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I, _____, being duly sworn, say: that I am a resident of Freeport Union Free School District, Town of Hempstead, Nassau County, New York; and am a duly qualified voter of Freeport Union Free School District, and reside at _____ Freeport, New York. I know each of the voters whose names are subscribed to the above petition containing _____ signatures and that each of them subscribed the same in my presence.

Signature of Candidate: _____

Date: _____



**Freeport Public Schools
Board of Education
Petition to Nominate a Trustee**

(to be filed with the Clerk not later than 5:00 p.m. on April 22, 2024)

I, the undersigned, a duly qualified voter of Freeport Union Free School District of the Town of Hempstead, Nassau County, New York, having the place of residence truly stated opposite my signature hereto, state that I intend to support at the forthcoming election hereinafter referred to, and I do hereby nominate _____ who resides at _____, Freeport, New York to succeed Sunday F. Coward for a three-year term to expire on June 30, 2027, as candidate for election to the office of trustee of the Board of Education for this District at the election to be held on the May 21, 2024

I WITNESS WHEREOF, I have hereunto set my hand, the day and year placed opposite my signatures.

	<i>Date</i>	<i>Print Name</i>	<i>Sign Name</i>	<i>Address</i>
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I, _____, being duly sworn, say: that I am a resident of Freeport Union Free School District, Town of Hempstead, Nassau County, New York; and am a duly qualified voter of Freeport Union Free School District, and reside at _____ Freeport, New York. I know each of the voters whose names are subscribed to the above petition containing _____ signatures and that each of them subscribed the same in my presence.

Signature of Candidate: _____

Date: _____



**Freeport Public Schools
Board of Education
Petition to Nominate a Trustee**

(to be filed with the Clerk not later than 5:00 p.m. on April 22, 2024)

I, the undersigned, a duly qualified voter of Freeport Union Free School District of the Town of Hempstead, Nassau County, New York, having the place of residence truly stated opposite my signature hereto, state that I intend to support at the forthcoming election hereinafter referred to, and I do hereby nominate _____ who resides at _____, Freeport, New York to succeed Sunday F. Coward for a three-year term to expire on June 30, 2027, as candidate for election to the office of trustee of the Board of Education for this District at the election to be held on the May 21, 2024

I WITNESS WHEREOF, I have hereunto set my hand, the day and year placed opposite my signatures.

	<i>Date</i>	<i>Print Name</i>	<i>Sign Name</i>	<i>Address</i>
1.				
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I, _____, being duly sworn, say: that I am a resident of Freeport Union Free School District, Town of Hempstead, Nassau County, New York; and am a duly qualified voter of Freeport Union Free School District, and reside at _____ Freeport, New York. I know each of the voters whose names are subscribed to the above petition containing _____ signatures and that each of them subscribed the same in my presence.

Signature of Candidate: _____

Date: _____



**Freeport Public Schools
Board of Education
Petition to Nominate a Trustee**

(to be filed with the Clerk not later than 5:00 p.m. on April 22, 2024)

I, the undersigned, a duly qualified voter of Freeport Union Free School District of the Town of Hempstead, Nassau County, New York, having the place of residence truly stated opposite my signature hereto, state that I intend to support at the forthcoming election hereinafter referred to, and I do hereby nominate _____ who resides at _____, Freeport, New York to succeed Sunday F. Coward for a three-year term to expire on June 30, 2027, as candidate for election to the office of trustee of the Board of Education for this District at the election to be held on the May 21, 2024

I WITNESS WHEREOF, I have hereunto set my hand, the day and year placed opposite my signatures.

	<i>Date</i>	<i>Print Name</i>	<i>Sign Name</i>	<i>Address</i>
1.				
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I, _____, being duly sworn, say: that I am a resident of Freeport Union Free School District, Town of Hempstead, Nassau County, New York; and am a duly qualified voter of Freeport Union Free School District, and reside at _____ Freeport, New York. I know each of the voters whose names are subscribed to the above petition containing _____ signatures and that each of them subscribed the same in my presence.

Signature of Candidate: _____

Date: _____



FREEPORT UNION FREE SCHOOL DISTRICT

CANDIDATE FOR THE OFFICE OF SCHOOL BOARD TRUSTEE ON THE BOARD OF EDUCATION

FILING OF EXPENDITURE STATEMENTS

Please note, if a Candidate's expenditures in connection with their nomination and/or election total \$500 or less, the Candidate must file a simple sworn statement to that effect with the district clerk within 20 days following the election. (Form provided)

In the event that a Candidate's expenditures **exceed \$500** there are three separate affidavits requiring that candidates whose expenditures in connection with their nomination and/or election total more than \$500, file these affidavits with both the Commissioner of Education and the District Clerk. (Forms provided) (Education Law Section 1528).

Candidates whose expenditures exceed \$500 must file a sworn statement setting forth in detail "all moneys or other valuable things paid, given, expended or promised by him/her, or incurred for or on his/her behalf with his/her approval" to aid their nominations and/or election. This statement must be filed with both the Commissioner of Education and district clerk.

Please be aware that Section 1529 requires that all candidates file an expenditure statement at three separate times. The first must be filed thirty days prior to the election and must cover the entire period up to the day before the filing. A second statement must be filed five days prior to the election and must cover the entire period up to the day before the filing. A third statement must be filed within twenty days after the election. This third statement, which may be thought of as a "closing" statement, must also cover the entire period up to the day immediately preceding its filing. Note that it is conceivable that a candidate may exceed the \$500 mark in the closing days of the campaign, thus requiring his/her filing of the more detailed statement following the election with the Commissioner and the district clerk.

REMINDER - STATEMENTS MUST BE FILED AS FOLLOWS:

1. On the 30th day **preceding** date of election- (Over \$500)
 2. On the 5th day **preceding** date of election- (Over \$500)
- AND**
3. Within 20 days **following** the election- (Over and Under \$500)

POLICY

By-Laws

SUBJECT: REPORTING OF EXPENDITURES AND CONTRIBUTIONS

Campaign Expenditure Statements

Under Article 32 of the Education Law, any candidate for school board membership must file a sworn statement with the clerk of the school district specifying all money or other valuable things, paid, given, expended or promised by the candidate or incurred for or on his behalf by someone else with the candidate's approval to aid the candidate's nomination or election, or to aid or influence the nomination or defeat of another candidate. If the candidate's expenses were nothing or expenditures were for personal expenses which, when taken together with the total expenditures incurred by others on the candidate's behalf and with the candidate's approval did not exceed \$500, the candidate also must file with the clerk a statement to that effect if the expenditures exceeded \$500, the candidate also must file a statement with the Commissioner of Education.

Personal expenses are defined in the law as traveling expenses and expenses incidental thereto; writing, printing, and preparing for transmission any letter, circular or other publication not issued at regular intervals containing a statement of the position or views of the candidate or person upon public or other questions; stationery and postage; and telegraph and any other public messenger service.

In addition, no individual or group of individuals is permitted to make expenditures on behalf of a candidate without the latter's permission unless a sworn statement is filed, by the person making the expenditure, with the clerk and the Commissioner stating that the candidate did not approve the expenditure. The maximum amount of such expenditure is \$25 and is not to be included in determining whether the expenditures exceeded \$500, as described above.

Failure on the part of any candidate to file a statement, or to file one that does not conform to the requirements of the law, can result in a legal proceeding to compel filing. The law expressly authorizes the institution of such a proceeding before a justice of the Supreme Court by any candidate or any five qualified voters.

Required contribution statements shall include:

- a) The dollar amount and/or fair market value of any receipt, contribution or transfer which is other than money;
- b) The name and address of the transferor, contributor or person from whom received;
- c) If that transferor, contributor or person is a political committee as defined in Section 14-100 of the Election Law,
- d) The name and political unit represented by the committee;
- e) The date of receipt;

(Continued)

POLICY

By-Laws

SUBJECT: REPORTING OF EXPENDITURES AND CONTRIBUTIONS (Cont'd)

- f) The dollar amount of every expenditure;
- g) The name and address of the person whom the expenditure was made, or the name of and political unit represented by the committee to which it was made; and
- h) The date of the expenditure.

The times for filing the statements are as follows:

- a) The first statement on or before the thirtieth day preceding the election which it relates;
- b) A second statement on or before the fifth day before the election;
- c) A third statement within twenty days after the election.

Any contribution or loan in excess of \$1000 received after the close of the period covered in the last statement filed before the election (b above) but before the election itself shall be reported within 24 hours after receipt.

All statements must be sworn before a notary public, a commissioner of deeds, a lawyer or a public official authorized by New York State law to administer oaths.

Education Law Sections 1528 and 1529
Election Law Section 14-100(1)

Adopted: 11/15/06

Date:

Commissioner of Education
Room 1711, Twin Towers
99 Washington Avenue
Albany, New York 12234

Dear Commissioner:

Enclosed is my affidavit pursuant to Education Law §1528 confirming that my expenditures were \$_____ in connection with my election to the Board of Education of the Freeport Union Free School District, Town of Hempstead, Freeport, New York.

Sincerely,

(sign name)

(print name and address)

Letter must be filed with Affidavit Statement when expenditures exceed \$500, the thirtieth (30th) day preceding the election.

Date:

Commissioner of Education
Room 1711, Twin Towers
99 Washington Avenue
Albany, New York 12234

Dear Commissioner:

Enclosed is my affidavit pursuant to Education Law §1528 confirming that my expenditures were \$_____ in connection with my election to the Board of Education of the Freeport Union Free School District, Town of Hempstead, Freeport, New York.

Sincerely,

(sign name)

(print name and address)

Letter must be filed with Affidavit Statement when expenditures exceed \$500, the fifth (5th) day preceding the election.

Date:

Commissioner of Education
Room 1711, Twin Towers
99 Washington Avenue
Albany, New York 12234

Dear Commissioner:

Enclosed is my affidavit pursuant to Education Law §1528 confirming that my expenditures were \$_____ in connection with my election to the Board of Education of the Freeport Union Free School District, Town of Hempstead, Freeport, New York.

Sincerely,

(sign name)

(print name and address)

Letter must be filed with Affidavit Statement when expenditures exceed \$500, within twenty days (20 days) following the election.