

# WEBUTUCK CENTRAL SCHOOLS

Raymond Castellani  
Superintendent  
194 Haight Road, P.O. Box 405  
Amenia, New York 12501

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Telephone 845-373-4100  
Fax 845-373-4102

March 1, 2025

Dear Prospective Board Member,

Attached is a packet of information for your use in seeking election to a seat on the Board of Education in the Webutuck Central School District. The Board member election will be held on ***Tuesday, May 20, 2025***, the same time as the District's vote on the 2025-2026 School Budget, in the Webutuck High School gym between the hours of 12:00 p.m. and 9:00 p.m.

**Nominating petitions are due in the District Office by 5:00 p.m. on Monday, April 21, 2025 with a minimum of twenty-five (25) valid signatures of qualified voters of the District.** On Tuesday, April 22, 2025 at 4:00 p.m. a lot drawing will be held in my office to determine the order of candidate names on the ballot. All candidates are invited to be present at this time.

The Education Law requires the filing of Statements of Expenditures on three separate occasions. The first statement must be filed with me on or before the 30<sup>th</sup> day before the election (April 21, 2025). The second statement is due on or before the 5<sup>th</sup> day before the election (May 15, 2025). The third statement is due within 20 days after the election (by June 9, 2025). Statements are attached for your use.

Also for your information and planning, the following event may be advantageous for Board Member candidates:

- **A workshop for Prospective School Board Members is scheduled for Saturday, March 15, 2025, from 9:00 a.m.-11:00a.m. sponsored by the Dutchess County School Boards Association. (To register, email [Kelly.Lappan@gmail.com](mailto:Kelly.Lappan@gmail.com))**

If I can be of assistance at any time, please do not hesitate to call me at (845) 373-4100 X5506.

Sincerely,



Therese M. Trotter  
District Clerk



Dutchess County School Boards Association



***PROSPECTIVE  
SCHOOL BOARD MEMBERS  
WORKSHOP***

*sponsored by the  
Dutchess County School Boards Association*

***Saturday, March 15, 2025***

*9:00 to 11:00 a.m. at Dutchess BOCES Conference Center*

*Salt Point Turnpike, Poughkeepsie*

*Refreshments will be served*

Anyone considering running for election to a local school board is invited to attend this annual workshop for prospective school board members. Current school board members and a superintendent of schools will join a school attorney to give a broad perspective of the role of a school board member. A question and answer period will follow the presentations.

**There is NO fee** for this workshop that is presented as a community service.

However,

**REGISTRATION IS REQUESTED.**

To register, email [Kelly.Lappan@gmail.com](mailto:Kelly.Lappan@gmail.com).

Meeting materials will be emailed prior to the meeting.

## WEBUTUCK CENTRAL SCHOOL DISTRICT

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### QUALIFICATIONS FOR BOARD OF EDUCATION MEMBER

- MUST BE ABLE TO READ AND WRITE
- MUST BE A QUALIFIED VOTER OF THE WEBUTUCK CENTRAL SCHOOL DISTRICT:

*Voter Qualifications:*

*A citizen of the United States*

*Eighteen years of age or older*

*A District resident for at least thirty (30) days*

*Must not be a convicted felon*

- MUST BE AND HAVE BEEN A RESIDENT (but need not be a taxpayer) OF THE DISTRICT FOR A CONTINUOUS AND UNINTERRUPTED PERIOD OF AT LEAST ONE YEAR IMMEDIATELY PRECEDING THE ELECTION
- MAY NOT HAVE BEEN REMOVED FROM ANY SCHOOL DISTRICT OFFICE WITHIN THE PRECEDING ONE YEAR
- MAY NOT RESIDE WITH ANOTHER MEMBER OF THE SAME SCHOOL BOARD AS A MEMBER OF THE SAME FAMILY
- MAY NOT BE A CURRENT EMPLOYEE OF THE SCHOOL BOARD
- MAY NOT SIMULTANEOUSLY HOLD ANOTHER INCOMPATIBLE PUBLIC OFFICE

## VOTER QUALIFICATIONS

A QUALIFIED VOTER MUST:

BE A CITIZEN OF THE UNITED STATES

BE 18 YEARS OF AGE

PRESENTLY BE AND HAVE BEEN A RESIDENT OF THE SCHOOL DISTRICT FOR THE PAST 30 DAYS.

A VOTER CAN CLAIM RESIDENCY IN ONLY ONE TOWN OR DISTRICT.

RESIDENCY IS ESTABLISHED BASED ON THE PRIMARY DOMICILE OF THE INDIVIDUAL – PRIMARY RESIDENCE IS DEFINED AS THE RESIDENCE USED ON PERSONAL INCOME TAX RETURNS.

THE PAYMENT OF SCHOOL TAXES DOES NOT NECESSARILY MAKE A PERSON A LEGAL RESIDENT OF THAT DISTRICT.

IF A PERSON IS A REGISTERED VOTER IN ONE TOWN, THEY CAN VOTE ONLY IN THAT TOWN. OWNING PROPERTY OR A BUSINESS IN A TOWN DOES NOT ALLOW THE PRIVILEGE OF VOTING IN SCHOOL DISTRICT ELECTIONS AND VOTES IF RESIDENCE IS ESTABLISHED ELSEWHERE.

THESE QUALIFICATIONS AND REQUIREMENTS ARE STATE LAW.

EACH VOTER MUST SIGN THE BOOK. A PERSON WHO HAS NOT SIGNED THE BOOK CANNOT VOTE.

ELECTIONING OF ANY KIND IS NOT PERMITTED.  
POLL WATCHING IS NOT PERMITTED.

**NOMINATING PETITION FOR BOARD OF EDUCATION SEAT  
NORTHEAST (WEBUTUCK) CENTRAL SCHOOL DISTRICT  
ELECTION: TUESDAY, MAY 20, 2025**

A **Minimum** of twenty-five signatures of qualified voters of the District are required.

Deadline for filing Petitions: Monday, April 21, 2025 By 5:00 P.M.

**Petitions to be returned to:** Therese M. Trotter, District Clerk  
North East (Webutuck) Central School District Office  
194 Haight Road, Box 405, Amenia, New York 12501  
Phone: (845) 373-4100 X5506

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We the undersigned qualified voters of the Northeast (Webutuck) Central School District No. 1, Towns of Amenia, Dover, Northeast, Stanford and Washington, Dutchess County, and Ancram, Columbia County, New York, place in nomination the name of:

**Name** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_

\_\_\_\_\_ as a candidate for member of the Board of Education of said School District, for a three-year term of office.

**Print NAME**

**SIGNATURE**

**print COMPLETE STREET ADDRESS**

**Do Not Use P.O. Box**

1. \_\_\_\_\_

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9. \_\_\_\_\_

10. \_\_\_\_\_

11. \_\_\_\_\_

**print COMPLETE STREET ADDRESS**  
**Do Not Use P.O. Box**

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**NORTHEAST (WEBUTUCK) CENTRAL SCHOOL DISTRICT  
EXPENDITURE AND CONTRIBUTION STATEMENT  
FOR CANDIDATES FOR MEMBER OF THE BOARD OF EDUCATION  
ELECTION: MAY 20, 2025**

1. In accordance with Sections 1528 and 1529 of the Education Law, as recently revised, all candidates for member of the Board of Education must file **three** campaign expenditure and contribution statements.
    1. The first statement is due on or before the 30<sup>th</sup> day before the election (**April 21, 2025**); and
    2. The second statement is due on or before the 5<sup>th</sup> day before the election (**May 15, 2025**); and
    3. The third statement is due within 20 days after the election (by **June 9, 2025**).
  2. The campaign expenditure and contribution statements must be completed, signed by the Board candidate and **notarized by a notary public**.
  3. If a Board candidate expends and/or others expend on his/her behalf\* less than \$500, and the aggregate amount of contributions to the candidate does not exceed \$500, a sworn statement to that effect must be filed with the District Clerk.
  4. If a Board candidate expends\* more than \$500 or receives more than \$500 in contributions or loans, a sworn statement must be filed with both the District Clerk and the Commissioner of Education.
  5. If the expenditures and/or contributions are more than \$500, the expenditure and contribution statements must include the following information:
    - a. Dollar amount of any contribution or transfer or the fair market value of any item which is other than money.
    - b. The name and address of the transferor, contributor or person from whom received.
    - c. If the transferor or contributor is a political committee, the date of receipt, the dollar amount of every expenditure, and the name and address of the person to whom it was made.
    - d. The date of the expenditure(s) and a description of the expenditure(s).
  6. Any contribution or loan that exceeds \$1,000 received after the close of the period covered in the last statement before the election, must be reported within 24 hours after receipt. That statement must be completed, signed by the candidate and notarized.
- \* includes payments for travel expenses, writing, printing and transmission costs of any letter, circular or other publication containing a statement of position or views of the candidate or other person upon public or other questions, including stationery, and postage, telegraph, telephone and public messenger service.

**NORTHEAST (WEBUTUCK) 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 Webutuck Central School District, Amenia, 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, NYS Education Department, State Education Building, 89 Washington Avenue, Albany, New York 12234.

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

1. **On or before the 30<sup>th</sup> day preceding the date of the election (April 21, 2025)**
2. **On or before the 5<sup>th</sup> day preceding the date of the election (May 15, 2025)**
3. **Within 20 days following the date of the election (June 9, 2025)**

I, \_\_\_\_\_, am a candidate for member of the Board of Education of the Webutuck Central School District, at an election to be held on **May 20, 2025**.

**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 \_\_\_\_\_, 2025, 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 \_\_\_\_\_, 2025, 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 \_\_\_\_\_, 2025, 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 \_\_\_\_\_, 2025, 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 \_\_\_\_\_, 2025

\_\_\_\_\_  
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:**

<b>Expense</b>	<b>Date</b>	<b>Amount</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**CONTRIBUTIONS**

<b>Name of Contributor</b>	<b>Address</b>	<b>Amount/Fair Market Value</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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

**NORTHEAST (WEBUTUCK) 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 20, 2025**.

**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.

<b>Name and Address of Contributor</b>	<b>Date Received</b>	<b>Amount/Fair Market Value</b>
_____	_____	_____
_____		
_____	_____	_____
_____		
_____	_____	_____
_____		
_____	_____	_____
_____		
_____	_____	_____

\_\_\_\_\_  
**Signature of Candidate**

Sworn to before me this  
\_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
Notary Public

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