

By-Laws

SUBJECT: AGENDA FOR THE ANNUAL DISTRICT MEETING

- a) The permanent chairperson (qualified voter previously appointed by the Board of Education) calls the meeting to order and presides throughout.
- b) Upon request of temporary chairperson, Central School District Clerk reads NOTICE OF MEETING and explains publication has been made in accordance with Section 2004 of the Education Law in the Daily Gazette, Times Union, and the Rotterdam Journal four (4) times in the seven (7) weeks preceding the meeting.
- c) Clerk then reads Section 2012 of the Education Law as amended covering Qualifications of Voters.
- d) Temporary chairperson requests motion to use show of hands method of voting on all matters (except Board of Education candidates and budget, which will be held on the following day).
- e) President of the Board calls for permanent chairperson previously appointed by the Board of Education to take platform.
 1. Permanent chairperson asks Clerk of the Board of Education to act as Clerk of the meeting.
 2. Permanent chairperson asks the Clerk to read Annual Message from the Commissioner of Education.
- f) Permanent chairperson
 1. Reads list of assistant clerks designated to handle poll books.
 2. Reads list of inspectors of election.
- g) President of the Board of Education, at request of permanent chairperson, presents Annual Report of the Board of Education.
- h) Motion for acceptance or rejection of report. (Show hands)
- i) Treasurer presents the Report of the Treasurer.
- j) Motion for acceptance or reject of report. (Show hands)
- k) Budget and bus proposition discussion.
- l) Other business.

(Continued)

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- m) Motion to adjourn the meeting to following day at 11:45 a.m.
- n) Permanent chairperson reconvenes meeting at 11:45 a.m.
- o) Permanent chairperson again reads inspectors and clerks appointed by Board of Education.
- p) Inspectors of election inspect voting machines and declare them ready for voting.
- q) At 8:55 p.m., chairperson announces that polls close at 9:00 p.m. All those not having voted should do so.
- r) Permanent chairperson declares polls closed at 9:00 p.m.
- s) A canvas of the votes takes place as required pursuant to Education Law Section 2034.
- t) Permanent chairperson announces results of election.
- u) Permanent chairperson declares the meeting adjourned.

Education Law Sections 1716 and 2025

Adopted: 2/13/01
Reviewed: 1/13/05-no changes