

The annual district election and budget vote shall be held on the third Tuesday of May unless otherwise changed by action of the New York State Legislature. If there is a conflict due to a religious observance, then the second Tuesday of May will be used.

The District Clerk shall publish a notice of the time and place of the annual district election and budget vote four times in the seven weeks preceding the meeting. The first publication of the notice shall be at least forty-five (45) days prior to the meeting in two newspapers having general circulation within the district.

At the budget hearing, the Board must present a detailed statement of the sums necessary for the various expenditures of the district for the coming year in the manner specified by New York State law. The budget hearing shall be held not more than fourteen (14) days nor less than seven (7) days prior to the annual district election and budget vote.

Copies of the budget must be available in each district school building for taxpayers upon request at the time of the annual district election and budget vote and fourteen (14) days (other than Saturday, Sunday and holidays) prior to the meeting. Notice of the availability of copies of the budget must be included in the notice of the budget hearing. Additionally, the announcement and introduction of candidates for the Board will be made, as well as the presentation and explanation of any special propositions contained in the notice of the budget hearing. At a Board meeting held before the budget hearing, the Board shall appoint assistant clerks and election inspectors necessary for the annual district election and budget vote.

### Propositions

The Education Law contains provisions relating to submission of petitions to the Board to place propositions on the ballot with the annual budget - propositions which may amend the budget. Pursuant to those provisions, the Board establishes the following guidelines:

1. Petitions for the submission of a proposition must contain a minimum of twenty-five (25) signatures of qualified voters of the district, or five percent (5%) of the number of voters at the last annual district election and budget vote whichever is greater.
2. Petitions must be presented to the District Clerk at least thirty days prior to the annual election except for petitions relating to a proposition which must be included in the notice of the annual election (e.g. changing the number of board members). Such petitions must be submitted sixty (60) days prior to the annual district election and budget vote to facilitate the preparation and printing of the ballots.
3. Propositions must include the specific appropriations necessary for the purposes listed.
4. Wording of a petition must comply with legal requirements. If not, it may be changed or altered by the Board, or the Board may reject a petition for failure to comply.

Propositions received in accordance with these specifications will be placed on the ballot as amendments and will be voted upon by the voters in the same manner as the proposed budget, except that the Board shall not be required to place any proposition on the ballot which is within the exclusive province of the Board, or otherwise forbidden by law. The Board may also, on its own motion, submit propositions.

Date of Manual Adoption: April 18, 2022  
Johnson City Central School District, Johnson City, New York