

## **Cazenovia Central School District – Board of Education Vacancy Notice**

The Cazenovia Central School District Board of Education is seeking eligible residents to fill a vacancy on its board. This appointment will be to complete a term that has become vacant in the middle of its duration. The term expires on 6/30/2026.

### **Qualifications for Board Membership:**

Applicants must meet the following legal qualifications:

- A U.S. citizen
- At least 18 years of age
- Able to read and write
- A district resident for at least one year prior to appointment
- Not employed by the Cazenovia Central School District
- Does not reside with another member of the same school board as a member of the same family
- Does not hold another incompatible public office
- Not a convicted felon
- Has not been removed from a position within another school district in New York within the past year

### **Role of a Board Member:**

Board members are expected to:

- Learn the District's goals, policies, procedures, and mission.
- Make decisions based on State or Federal law, regulation, or policy.
- Engage in long-term strategic planning for the District's benefit and progress.
- Become familiar with state and federal support avenues for public schools in New York, and position the District to obtain support where appropriate.
- Be prepared to not involve themselves in operating the District, or taking administrative action. The Board's function is policymaking, distinct from the executive function of administrators.
- Take actions as a group based on the regular reports and recommendations of the District's administrators. A basic understanding of quorum decision-making is important.
- Monitor and inform themselves through diligent attention to reports from administrators regarding the District's academic performance, financial status, property status, and more.
- Attend compulsory regular meetings.
- Review, ratify, and understand contracts, labor agreements, and legal documents.
- Adhere to the District's code of ethics.
- Adhere to the District's code of conduct.

### **Application Process:**

Interested candidates who meet the legal criteria are invited to submit a letter of intent and an updated resume. Applications will be accepted through July 31st, 2025, as per standard notice requirements.

Please submit your application to:

Emily Ayres, District Clerk

Cazenovia Central School District

31 Emory Ave

Cazenovia, NY 13035

The Cazenovia Central School District is committed to a fair and transparent selection process. Interviews will be held with each individual who applies.