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**THREE VILLAGE CENTRAL SCHOOL DISTRICT
STONY BROOK, NEW YORK**

BOARD OF EDUCATION AGENDA MATERIALS

DATE OF BOARD MEETING: November 18, 2020

DATE SUBMITTED: November 13, 2020

OFFICE OF ORIGIN: District Clerk

CATEGORY OF ITEM: Action

**TITLE: AUTHORIZATION OF DESTRUCTION OF CAST BALLOTS FOR THE EMMA S. CLARK
MEMORIAL LIBRARY BUDGET VOTE**

Staff Recommendation:

Whereas, on September 18, 2019 the Three Village Central School District conducted the Annual Emma S. Clark Memorial Library Budget Vote; and

Whereas, the District Clerk is currently in possession of all cast ballots resulting from such Annual Budget Vote; and

Whereas, the Record Retention and Disposition Schedule ED-1 provides for the destruction of such ballots after one (1) year from the date of the Annual Budget Vote; and

Whereas, at least one (1) year has elapsed from the date of the Annual Emma S. Clark Memorial Library Budget Vote held on September 18, 2019, and no proceeding has been commenced with regard to such Annual Budget Vote and Election;

Now, Therefore, be it RESOLVED that the Board of Education of the Three Village Central School District hereby orders the destruction of all cast ballots resulting from the September 18, 2019 Annual Emma S. Clark Memorial Library Budget Vote.

BACKGROUND-RATIONALE:

Pursuant to New York State Archives Record Retention Schedule Ed-1, cast ballots must be kept for a period of one year. As no proceedings have been commenced with respect to the above-referenced election, the Board of Education may, by resolution, order the cast ballots be destroyed.

NOT AN OFFICIAL RECORD; SUBJECT TO CHANGE