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## Referendum Planning Outline – Key Dates and Activities

As District 97 decides whether to seek a referendum in spring 2011, there are a number of key dates and activities between now and the election in April that will have a significant impact on the planning process.

### September 2010

- September 28 – Board discussion about the referendum planning outline and organization of study sessions regarding the vision for the district and technical aspects of seeking a referendum (i.e., sizing, potential reductions, etc.)
- September 29 – Disseminate a letter from the superintendent to the staff about the referendum, and vision for the district if the referendum passes or does not pass (including recommended cost efficiencies/reductions); staff will be asked to provide feedback relative to the vision and/or reductions within their area of expertise by October 13

### October 2010

- Month of October – Hold two study sessions regarding vision for the district and technical aspects of seeking a referendum (i.e., sizing, potential reductions, etc.); dates and times TBD
- Month of October – Plan/promote community forum about the referendum that will be held on November 18 (time and location TBD); develop online form general public and staff can use to submit questions in advance of the event
- October 1 – Administrative Referendum Planning Committee meets to discuss creation and administration of online community referendum survey; goal will be to provide the general public and staff with the link to the survey by week of October 11 and ask for responses by October 22
- October 4 – District’s Administrative Referendum Planning Committee (Superintendent Al Roberts, Peter Barber, Bob Spatz, Therese O’Neill and Chris Jasculca) attend a workshop titled Referendum in Recession that is being hosted by Illinois ASBO
- October 8 – Discuss initial feedback from the staff regarding which includes vision for the district if the referendum passes or does not pass (including recommended cost efficiencies/reductions) during Administrative Leadership team meeting (final due date for staff feedback is October 13); begin creation of a report about the impact of the referendum on the district that will be presented to the board on November 16 and will include recommendations for if it passes, as well as ones for if it does not pass

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- Week of October 11 – Provide the general public and staff with the link to the community referendum survey via Web site, listserv, e-mail, media, etc.; responses due by week of November 8
- October 12 – Board is provided with brief report about initial feedback from staff regarding preliminary vision for the district in conjunction with the referendum (more formal report to be given during study sessions regarding vision for the district and technical aspects of seeking a referendum); discuss revised draft of the referendum planning outline
- October 13 – Due date for staff feedback regarding which includes vision for the district if the referendum passes or does not pass (including recommended cost efficiencies/reductions)
- October 22 – Administrative Leadership team continues discussion of feedback from the staff regarding vision for the district if the referendum passes or does not pass (including recommended cost efficiencies/reductions); continue creation of a report about the impact of the referendum on the district that will be presented to the board on November 16 and will include recommendations for if it passes, as well as ones for if it does not pass; discuss any initial feedback/data from the community survey that is available (due date for completion of the survey will be the week of November 8)
- October 26 – Board receives final report about feedback from the staff regarding vision for the district if the referendum passes or does not pass (including recommended cost efficiencies/reductions); discuss any initial feedback/data from the community survey that is available (due date for completion of the survey will be the week of November 8); decides if it will seek a referendum in spring 2011; discusses the size of the referendum
- October 27 – Publicly announce the board's decision regarding the referendum; provide community members who are interested in serving on the citizen's committee for the referendum with information they can use to educate the public about the district's financial situation; board/district assistance will be limited to information sharing – no advocacy

## **November 2010**

- Month of November – Continue to plan/promote community forum about the referendum that will be held on November 18 (time and location TBD)
- Month of November – Continue to provide community members who are interested in serving on the citizen's committee for the referendum with information they can use to educate the public about the district's financial situation; board/district assistance will be limited to information sharing – no advocacy
- Week of November 1 – Citizen's committee for the referendum names co-chairs; recruits members until November 12

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- November 1 – Launch online form that members of the general public and staff can use to submit questions in advance of the forum on November 18; disseminate link to the form via Web site, listserv, e-mail and media; due date for questions will be November 15
- Week of November 8 – Due date for general public to submit feedback about the referendum via the online survey
- November 16 – Board begins work on referendum resolution; begins discussion of administration's report about the impact of the referendum on the district, which includes vision for the district if the referendum passes or does not pass (including recommended cost efficiencies/reductions); keep staff and general public updated on discussion about vision for the district and recommended cost efficiencies/reductions via Web site, listserv, e-mail and media; introduction of citizen's committee for the referendum
- November 18 – Hold community forum about the referendum; time and location TBD
- November 30 – Board continues work on referendum resolution and discussion of administration's report about the impact of the referendum on the district, which includes vision for the district if the referendum passes or does not pass (including recommended cost efficiencies/reductions); keep staff and general public updated on discussion about vision for the district and recommended cost efficiencies/reductions via Web site, listserv, e-mail and media

## **December 2010**

- Month of December – Continue to provide community members who are interested in serving on the citizen's committee for the referendum with information they can use to educate the public about the district's financial situation; board/district assistance will be limited to information sharing – no advocacy
- Week of December 6 – Notify staff and general public via Web site, listservs and e-mail that Board will discuss/determine at its meeting on December 14 what cost efficiencies/reductions will be made if the referendum fails to pass
- December 14 – Board determines what cost efficiencies/reductions will be made if the referendum fails to pass; conducts official first reading of referendum resolution recommendation
- December 15 – Communicate board's decisions about cost efficiencies/reductions to the staff and general public via Web site, listservs, e-mail and media

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## **January 2011**

- Month of January – Continue to provide community members who are interested in serving on the citizen’s committee for the referendum with information they can use to educate the public about the district’s financial situation; board/district assistance will be limited to information sharing – no advocacy
- January 11 – Board adopts referendum resolution

## **February 2011**

- Month of February – Continue to provide community members who are interested in serving on the citizen’s committee for the referendum with information they can use to educate the public about the district’s financial situation; board/district assistance will be limited to information sharing – no advocacy
- February 3 – Referendum submitted to the county

## **March 2011**

- Month of March – Continue to provide community members who are interested in serving on the citizen’s committee for the referendum with information they can use to educate the public about the district’s financial situation; board/district assistance will be limited to information sharing – no advocacy;
- March 22 – Board takes action on decisions regarding Reduction in Force (RIF)

## **April 2011**

- April 5 – Election day
- April 26 – Confirmed election results
- April 27 – Reinstate positions subject to RIF (date may change if election results are confirmed prior to April 26)