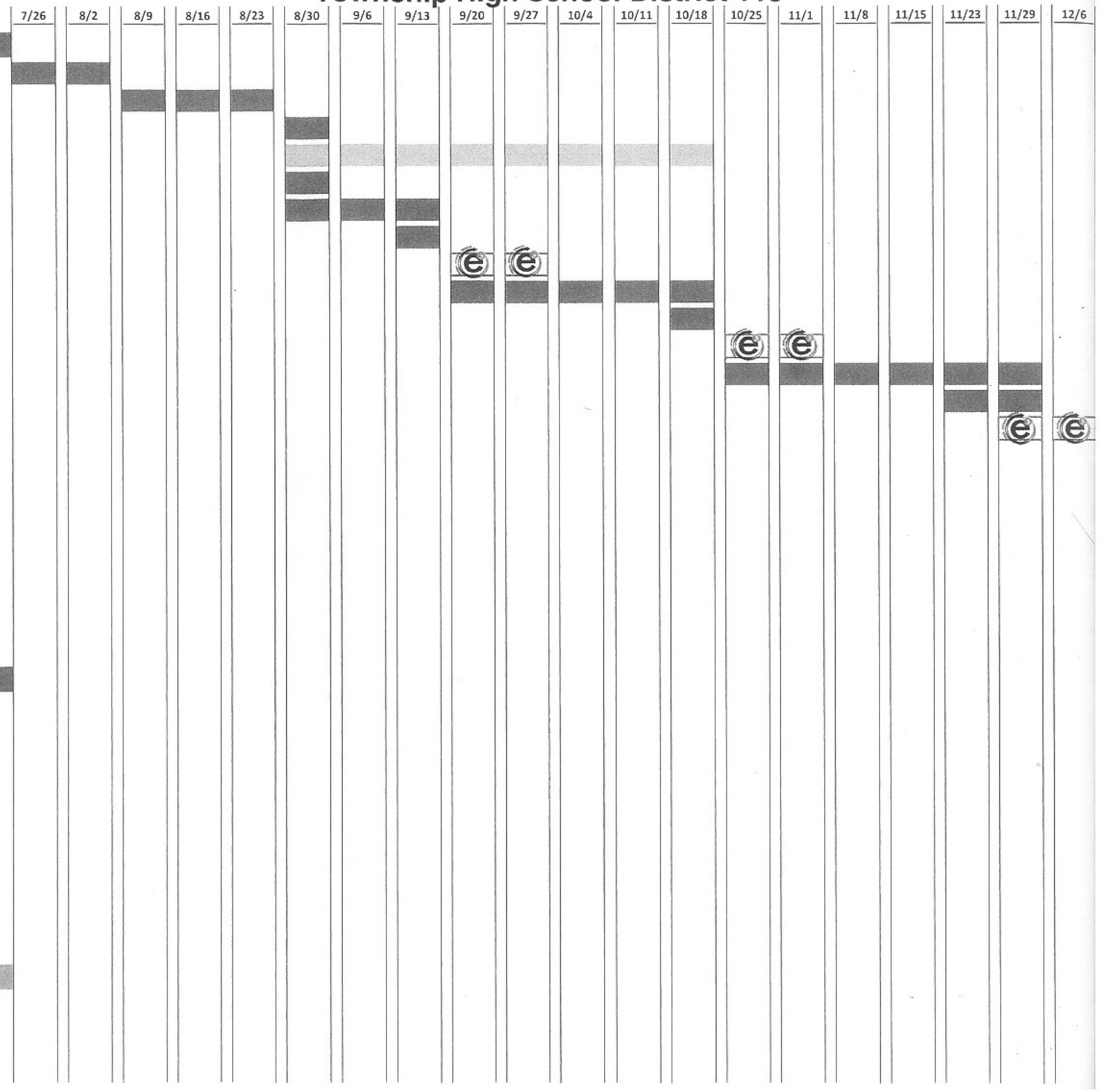
APRIL 2011 REFERENDUM PLANNING CALENDAR
for
Township High School District 113



CAPITAL FACILITY PLANNING - ESTABLISHING NEED/SCOPE

Pre planning activities with Architect and Financial Advisor

Facility review/document preparation by Architect

Kick off with Community Planning Task Force + District Planning Team - Aug 31

Outside Stakeholder Group engagement (8 week focus, flexibilty to extend)

Kick-off Teacher Engagement - D.A. from each school combined - Sep 2

Teachers/School Staff preparation for input sessions

Teacher/Staff/Student sessions w/Architect "Day at School" - Sep 14 (DF), Sep 16 (HP)

Community Engagement Open Houses #1 - Sep 21 (HP), Sep 28 (DF)

Architect summarizes input/investigates options/order of magnitude cost impact

Community Planning Task Force + District Planning Team review progress - Oct 21

Community Evaluation Open Houses #2- Oct 27 (HP), Nov 2 (DF)

Architect develops preferred options/refines cost models/graphic presentation

Community Planning Task Force+District Planning Team review progress-Wk of Nov 23/29

Community Endorsement Open House #3 - Nov 30 (HP), Dec 7 (DF)

Board of Education receives and considers building plan recommendation - Dec 13

PREPARE FOR THE ELECTION

Devise Best Method to Organize and Staff the Election Effort

Develop a Citizen Committee(s) for Marketing and Public Relations Efforts

Research Voter Trends, Turnout and Voting Records

Target Specific Voters in a Registration Drive

Develop a Referendum Theme

Prepare Campaign Literature

WORKING THE CAMPAIGN

Pass Required Board Resolution Prior on **January 10, 2011** to Place the Measure on the April 5, 2011 Ballot

Certify Resolution by the Local Election Official Prior to February 1, 2011

"Kick-off" the Campaign with a Highly Publicized Event

County Clerk Publishes Election Notice Between March 6 and March 26, 2011

County Clerk Posts Copy of Election Notice at its Office No Later Than March 26, 2011

District Posts Copy of Election Notice at its Office No Later Than March 26, 2011

Obtain Media Support

Monitor Committee's Door-to-door Efforts of Precinct Coverage

Follow-up with Voter Registration and Absentee Ballots for Potential YES Voters

ELECTION DAY

Establish Phone Banks

Establish Poll Watchers

Question Voters Prior to Entering the Polls for a Response on Referendum