

Timeline – November 2016 Election

Following these steps are key to District's success

Point Arena Schools

Task	Responsible Party	November 2016
Prepare needs list	District	February
Board Meeting – board discussion to explore feasibility of a local school improvement measure	District/Consultant	March
Initiate public information program, speaking with elected officials, large taxpayers, community service groups to discuss proposed tax measure	District/Consultant	March - June
Conduct survey	District/Consultant	March
Revise Needs' List based on survey results <i>(if needed)</i>	District/Consultant	March
Board Meeting – survey results presentation	District/Consultant	April
Finalize Capital Financing Plan	Consultant	April
Prepare resolution calling an election including ballot language, tax rate statement, and project list	Consultant/Counsel	May
Board Meeting – action to adopt resolution calling an election	District	June
Deadline to submit resolution to call election	District	August 12
Submit Argument in Favor of Measure	Consultant/District	August
Form campaign committee and conduct campaign kick-off meeting	Campaign Committee	August
Run campaign	Campaign Committee	August - November
Election Day	-	November 8, 2016