

Project Planning/Pre-Referendum Schedule for Sherburne-Earlville Central School District

Completed	Item No.	Timeline	Meeting	Item / Task / Meeting Description	Comments
		Project Planning / Pre Referendum			
X	1	September 29, 2021	X	Kick-Off - Meeting with District Administration to discuss Process, Milestones, Goals, Facilities committee	
X	2	September 29, 2021	X	Facility Walkthrough & Assessment - Data gathering with Planning Team and District Leadership to review organization of existing facilities.	
X	3	November 9, 2021	X	Planning Meeting - Planning Team to meet with District to discuss schedule, MCA/Potential Project Costs, 5YP Priorities	
X	4	December 6, 2021	X	Facilities Committee Meeting #1 - Planning Team to meet with Facilities Committee to discuss priorities, goals and outcomes/deliverables, school and community surveys, and next steps. Some visioning exercises will be used to facilitate the conversation.	
X	5	January 2022 (Jan 5-12)		Survey - Distribute Survey to Educators, Students and Community addressing their goals and priorities for the District, opinion regarding existing facilities, organization, and educational program. Response will help inform direction and possible options.	Communicate Purpose and Goals of the Survey to the Educators, Students, and Community prior to distribution.
X	6	January 18, 2022	X	Facilities Committee Meeting #2 - Planning Team to meet with the Facilities Committee to review the survey responses, emerging themes relating to goals and priorities, identify possible options.	
X	7	February 1, 2022	X	Facilities Committee Meeting #3 - Planning Team to meet with the Facilities Committee to review the program, adjacencies and planning concepts.	
X	8	March 21, 2022	X	Facilities Committee Meeting #4 - Facility Tours	
X	9	April 14, 2022	X	Planning Meeting - Project Identification & Scope Prioritization Meeting with District Administration to Review Pre-Referendum Process, Milestones, Project Goals, Stakeholder Engagement, Project Cost Review including MCA, Debt Retirement, Tax Impact	With District Leadership (Rob Berson, Todd Griffin, Jeff Genter, Peter Karaman; Harmon Hoff)
X	10	April 25, 2022	X	Facilities Committee Meeting #5 -Project Plan Presentation Planning Team to meet with Facilities Committee to review Project Plan-Discuss Priorities for upcoming projects.	
X	11	May 2022 (May 16-20)		Survey - Distribute Survey to stakeholders impacted by proposed project areas	
X	12	June 16, 2022	X	Planning Mtg - OACM	
X	13	July 22, 2022	X	Planning Mtg - OACM	
X	14	August 16, 2022	X	Planning Mtg - OACM	
X	15	August 29, 2022	X	BOE Presentation	
X	16	September 12, 2022	X	Planning Mtg - OACM	
X	17	October 17, 2022	X	BOE Resolutions	
X	18	Oct-December 2022		Project Marketing	
X	19	November 14, 2022	X	Public Meeting	
X	20	December 13, 2022	X	Vote	