



**STATE COLLEGE AREA SCHOOL DISTRICT
ADMINISTRATIVE OFFICES**

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To: Board of Directors
From: Bob O'Donnell
Re: Referendum Date Recommendation
Date: September 5, 2013

In reflecting upon the enclosed two potential referendum dates, our administrative team recommends that the Board of Directors establish May 20, 2014 as the high school project referendum date.

The February referendum time frame includes significant obstacles and increased costs for our planning efforts. Specifically, we believe that three aspects of the process include unrealistic timelines (Option Development, Estimate Analysis, & time period for sharing the project aligned with referendum).

The May referendum timing allows 12 weeks for Option Development, while the February referendum timeline limits this activity to 7 weeks. Items that must be considered during option development period include the proposed floor plans of the building(s), site logistics, campus traffic flow and parking, schematic storm water management, analysis of new construction location vs. renovated building sections, and preliminary rendering of building(s). While these items could be developed in 7 weeks, the time for the full Board to review and shared feedback would be very limited during the shorter time frame.

The time period for a third party to review the project's estimates is approximately 30 days for the February referendum scenario and 60 days for the May scenario. Thus, the May referendum provides more of an opportunity for collaboration with both Crabtree and the construction management firm to analyze the two estimates.

The final variable relating to this recommendation relates to the time period for the district and board to communicate the project details to the community prior to the referendum date. The February referendum date provides a window of approximately six weeks. This is because the latter part of December is not considered as a viable time period to expect community members to engage in dialogue with us about the proposed project and referendum. The May referendum would provide a significantly larger window of time to communicate with our community about the project details, project cost, tax implications and referendum amount.

State College Area School District -
High School project draft calendar

September 9, 2013

	<u>11-Feb</u>	<u>20-May</u>
Approve concept and budget	9/9/13	9/9/13
Adopt draft Ed Spec	10/14/13	10/14/13
Option development (from Sept. 9)	7 weeks	12 weeks
Approve Option	10/28/13	12/2/13
Review estimates from Crabtree and Estimator	11/25/13	1/20/14
Determine Referendum amount	12/2/13	3/10/14
Last regular meeting to Approve referendum question	12/16/13	3/24/14
Submit referendum question to Board of elections	12/27/13	4/4/14
Vote	2/11/14	5/20/14

Assumptions:

- 1) Three potential Tuesdays would be feasible for a referendum special election; February 4, 11, and 18.
- 2) Using regular Board meetings for action, no differences were found between any of the February dates.
- 3) If February 18 were chosen for the referendum, and December 23 used for a special Board meeting, option development could be extended to 9 weeks (not shown).