

CENTRALIZATION TIMELINE
“TENTATIVE” FOR PLANNING PURPOSES ONLY

CLYMER CSD AND PANAMA CSD
[Revised 10/17/17]

Nov. 7, 2016	RFP Released to Potential Bidders
Dec. 12	RFP Deadline for Submission
Jan. 18, 2017	Joint Board Committee to Review RFPs
Week of Feb. 6	Presentation to Boards of Education of the Clymer and Panama Districts by potential study consultants Boards of Education of the Clymer and Panama Districts appoint the Feasibility Study Consultant
Late Feb-Early March	Feasibility study process begins with the districts and consultants.
Feb.-July	Advisory committee/consultant work complete.
Sept. 11	Draft of feasibility study to New York State Education Department (NYSED) for review.
Late Sept. Early Oct.	Feasibility study to joint Boards of Education.
On or before Oct. 27	Boards of Education of the Clymer and Panama Districts decide to undertake statutory reorganization process.
Nov. 9	Public information and discussion activities completed.
Nov. 13	Advisory referendum in the School Districts takes place and the results are positive in each district.
Nov. 14	Letter of Recommendation of the District Superintendent and other supporting documentation forwarded to the Office of Educational Management Services by District Superintendent, asking the Commissioner to authorize the formation of a new centralized district.

Nov. 28 Commissioner's Order laying out new district posted in the districts by District Superintendent of Schools.

- Dec. 12 A. Statutory Petitions submitted requesting the Commissioner to call a Special Meeting to vote on the proposed centralization -
1. One petition signed by 100 qualified voters (or a number equal to 10% of the student enrollment of such combined district) requesting Commissioner to call a special meeting of the combined district to vote on the proposed centralization.
 2. A second petition signed by 100 qualified voters (or 10% of the student enrollment) for each district to be designated as a special election district requesting that the Commissioner establish an alternative voting site in each such district.

Note: The statutory petitions, together with the following recommendations and information as determined by the Boards of Education, Office of Educational Management Services and District Superintendent, are sent to the Office of Management Services.

- a. Names of persons from each district recommended for appointment to Board of Canvass by Commissioner.
- b. The date and specific hours of voting desired.
- c. Exact location of voting site in each district.
- d. Vote is to be by machine.

Dec. 19 Commissioner issues order calling a special meeting in each district for centralization referendum. (Must be scheduled within the 30-day period following receipt of petition requesting vote.)

Dec. 29 Commissioner's Notice of Special Meeting to vote posted in each district and announced in local newspapers (must be at least 10 days prior to vote).

Dec. 29 Information provided for absentee ballots.

Jan. 11 Referendum held in each district.

In addition to the centralization proposition, the following would be included to expedite the process:

- a. Number of board members to serve new district (5, 7 or 9).

- b. Term of office of board members (3, 4 or 5).
- c. Provision for staggered terms of first board – first board is elected by plurality with candidates receiving most votes elected for longest terms.

Assuming Positive Vote

Note: The following assumes that propositions to determine the number of board members and term of office were included with the initial vote.

ELECTION OF BOARD OF EDUCATION

- Feb. 1 Commissioner’s Order to conduct special district meeting to elect Board of Education.
- Feb. 2 Post Commissioner’s Order. Notice shall be posted at least ten days before the Meeting (1803-a [7]).
- Feb. 5 Petitions for board membership available for distribution by Office of District Superintendent.
- Mar. 1, 2018 Filing deadline of petitions by board candidates.
- Mar. 1 Candidates meet with District Superintendent to determine placement for voting.
- Mar. 2 Information prepared for Absentee Ballots.
- Mar. 15, 2018 Special meeting held to elect board of education of the newly centralized district.

It is emphasized that the above dates are for general planning purposes only and may need to be modified as conditions require during the centralization process. Staff from the NYSED Office of Educational Management Services and the District Superintendent must be present for the statutory votes. Any conflicts in their schedules could cause vote dates to be changed.

District Superintendent holds organizational meeting, members take oath of office and Board is then empowered to conduct such business as appropriate to prepare for the first year of operation of the newly created district including adopting a budget and holding a special meeting for its adoption; the Boards of Education of the former districts will continue to administer their own districts as usual until August 1, 2018.

New district officially begins operation July 1, 2018.

Prepared by SED Office of Educational Management Services, School District Reorganization,
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