

Steps for Raymond to Withdraw from RSU 14

Step	Description	Time	Date	Status
1	Circulate a petition to withdraw from the RSU and gather at least 223 signatures from voters registered in Raymond.	At least 45 days before the Special Town Meeting	By 9/20/2014	<i>Complete</i> 6/10/2014 352 valid signatures
2a	Selectmen call a Special Town Meeting to vote on whether or not to officially start the withdrawal process.		Before 10/17/2014	<i>Complete</i> 9/2/2014
2b	Deadline to have ballot question sent to ES&S to print ballots and program the voting machine to be ready for the 11/5/2014 Gubernatorial Election.		9/9/2014	<i>Complete</i>
3a	Town Clerk to post the Notice of Public Hearing.	At least 7 days prior to Public Hearing	10/17/2014	<i>Complete</i>
3b	Hold a Public Hearing regarding the petition at least 10 days prior to a Special Town Meeting (2b below).	At least 10 days prior to Special Town Meeting	10/24/2014	<i>Complete</i>
4a	May include absentee ballots, and if so they need to be available 30 days prior to the election.	30 days prior to the vote	10/5/2014	<i>Complete</i>
4b	Hold a Special Town Meeting (election) to secret vote (ballot) on whether or not to officially start the withdrawal process. <u>The article would need to read:</u> “Do you favor filing a petition for withdrawal with the board of directors of regional school unit RSU14 and with the Commissioner of Education, authorizing the withdrawal committee to expend \$ (insert dollar amount) and authorizing the (municipal officers; i.e., selectpersons, town council, etc.) to issue notes in the name of the Town of Raymond or otherwise pledge the credit of the Town of Raymond in an amount not to exceed \$ (insert dollar amount) for this purpose?” Yes No		11/4/2014	<i>Complete</i> 1,324 Yes 940 No <i>Vote Passed</i>
5	If the vote is favorable, the Town Clerk shall immediately give written notices, by registered mail, to the Secretary (Superintendent) of the RSU and to the Commissioner of Education to include the result of the vote (# Yes and # No votes), and an explanation by the Selectmen stating the reasons why the municipality seeks to withdraw from the RSU.	Selectmen's Meeting after the Election	Registered Letter & Email sent 11/18/2014	<i>Complete</i>

Step	Description	Time	Date	Status
6	The Commissioner of Education will direct the Selectmen to establish a 4 member Withdrawal Committee to develop a Withdrawal Agreement, 1 from each of the following: <ol style="list-style-type: none"> 1. Municipal Officers 2. General public 3. Group filing the petition 4. RSU Board 	Within 30 days of the receipt of the notice in step 5 is implied	DOE Letter Received 11/21/2014	Complete
6a	Selectmen choose 1 Municipal Officer, 1 member of the General Public, and 1 member of the group filing the petition		12/9/2014	
6b	RSU Board of Directors choose 1 of the members of the Raymond Directors		?	
7	Chair of RSU Board calls a meeting of the Withdrawal Committee and presides as chair until the committee elects their own chair.	Within 30 days of the Notice sent in step 5	By 12/21/2014	
8	The Withdrawal Committee shall negotiate the Withdrawal Agreement with the RSU Board and submit the Withdrawal Agreement to the Commissioner of Education.	Within 90 days after the committee is formed	As late as 3/6/2015	
9	Commissioner shall either give the Withdrawal Agreement conditional approval or recommend changes.	Within 60 days of the receipt of the Withdrawal Agreement	As late as 5/5/2015	
10a	If conditional approval is given – The Commissioner shall notify the RSU Board and Selectmen by registered mail of the time and place of a public hearing to discuss the merits of the proposed Withdrawal Agreement. The RSU Board Chair shall conduct the public hearing.	At least 20 days prior to Public Hearing	As late as 5/7/2015	
10b	If changes are recommended – The Commissioner shall send the Withdrawal Agreement back for corrections and shall establish a maximum time within to make the corrections.	Time set by Commissioner		
11a	RSU Board shall post Public Notice in each municipality of the time/location of the Public Hearing.	At least 10 days prior to Public Hearing	As early as 5/17/2015	
11b	RSU Board conduct the Public Hearing.		As early as 5/27/2015	

Step	Description	Time	Date	Status
12	Withdrawal Committee shall develop and forward the final Withdrawal Agreement to the Commissioner of Education.	Within 30 days following the Public Hearing	As early as 6/26/2015	
13	If changes are recommended – The Commissioner shall send the Withdrawal Agreement back to the Withdrawal Committee, establish maximum time frame, and indicate the steps to be followed by the Withdrawal Committee.	Time set by Commissioner		
14	If approval is given – Commissioner shall set the date for vote. The Commissioner shall attempt to coincide with a statewide election.	Date set by Commissioner		
15	The Commissioner shall give written notice of the date by registered or certified mail to the Town Clerk of Raymond.	At least 35 days prior to the vote		
16a	The Town Clerk shall immediately notify the Selectmen upon receipt of the notice from step 15, and the Selectmen shall meet and immediately issue a warrant for a Special Town Meeting to be held on the date set by the Commissioner.	Day of receipt of Commissioner's written notice		
17a	May include absentee ballots, and if so they need to be available 30 days prior to the election.	30 days prior to the vote		
17b	Town Clerk to post the Notice of Public Hearing.	At least 7 days prior to Public Hearing		
17c	Selectmen hold a Public Hearing on the withdrawal question. <u>The question would need to read:</u> “Do you favor the withdrawal of the Town of Raymond from the regional school unit RSU 14 subject to the terms and conditions of the withdrawal agreement dated (insert date)?” Yes No	At least 10 days prior the Special Town Meeting		
17d	Town Clerk to post the Notice of Election, sample ballots and copies of the Withdrawal Agreement.	At least 7 days prior to the vote		
18	Special Town Meeting vote on Withdrawal Agreement.			
19	The Town Clerk shall within 24 hours of determination of the results of the vote on the Withdrawal Agreement certify the number of Yes and No votes to the Commissioner.	Within 24 hours of the vote		

Step	Description	Time	Date	Status
20	<p>If the Commissioner finds the official outcome of the vote meets the following criteria:</p> <ul style="list-style-type: none"> • A majority of the voters voted “Yes” • The total number of votes cast must equal at least 50% of the votes cast in the last Gubernatorial Election (2,227 votes cast for Governor in 2010, so there needs to be at least 1,114 total votes cast) <p>then the Commissioner shall notify the Selectmen and the RSU Board to begin the steps outlined in the Withdrawal Agreement.</p>			
21	<p>Once the Withdrawal Agreement has been executed the Commissioner must be notified by certified mail.</p>			
22	<p>Once all steps are completed, the Commissioner shall immediately issue a Certificate of Withdrawal to be sent to the RSU Board and a copy to the SOS-Corporate Division.</p>			