

Topics/Objectives	Stakeholders	Communications Delivery Method	Frequency	Responsible	Notes/Actions
Advertise for Public Forum		Newspaper article, Road signs, Social Media, Emails, Phone Calls			Review results from Survey (provide in advance) Decide to work together as a community, Decide that something needs to be done to schools
<b>A Unified Community</b>		public forum 1			
Public Forum Outcome		Newspaper article, Social Media			
<b>The Architect Selection process</b>		Newspaper article			Meeting the architect and understanding the study/design process
Advertise for Public Forum		Newspaper article			
<b>The Process of Design</b>		public forum 2			
Public Forum Outcome		Newspaper article			Article from the school department explaining what an educational program is and what it seeks to accomplish
<b>The Educational Program</b>		Newspaper article			
Advertise for Public Forum		Newspaper article			

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<b>The Future of Cape Elizabeth Schools</b>					Student satisfaction, Teacher satisfaction, Administration/School board satisfaction, The vision of the future and an explanation of the program that will guide it
Public Forum Outcome		Newspaper article			
Advertise for Public Forum		Newspaper article			
<b>The Current State of Cape Elizabeth Schools</b>		public forum			Understand existing conditions and goals - provide feedback; Facility problems (Building shell, Structure, Systems, Haz. Materials, Accessibility, Security)
Public Forum Outcome		Newspaper article			
<b>The Current State of Cape Elizabeth Schools</b>		School Building Tours			Provide first hand exposure to school issues
Advertise for Public Forum		Newspaper article			
<b>Tax implications</b>		public forum			Understand tax assessment & project cost impact on property taxes - provide feedback
Public Forum Outcome		Newspaper article			

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<b>Current and Future Costs of School Construction</b>		Newspaper article			Provide examples of other school construction costs and compare. Also include information on inflation
Advertise for Public Forum		Newspaper article			Review preliminary options including site selection - provide feedback
<b>Options for Cape Elizabeth ES &amp; MS</b>		public forum			
Public Forum Outcome		Newspaper article			
Advertise for Public Forum		Newspaper article			Review final base options including site selection - provide feedback
<b>Finalized Options for Cape Elizabeth ES &amp; MS</b>		public forum			
Public Forum Outcome		Newspaper article			
Review final options		public SBAC Mtg			Alternatives discussed openly at meeting with SBAC vote occurring in public Community notified of selected alternative
<b>Outcome of SBAC Mtg/ Option Selection</b>		Newspaper article			
Advertise for Public Forum		Newspaper article			Review conceptual options - provide feedback
<b>Coceptual Design Options</b>		public forum			
Public Forum Outcome		Newspaper article			
Review final conceptual options		public SBAC Mtg			
<b>Outcome of SBAC Mtg/Selection</b>		Newspaper article			

Topics/Objectives	Stakeholders	Communications Delivery Method	Frequency	Responsible	Notes/Actions
FAQ		SBAC Website, RSS Feeds			
Public Meeting Minutes Important Program and Design Documents		SBAC Website, RSS Feeds			
Upcoming Events/Activities & Meetings		SBAC Website, RSS Feeds			
<b>A Unified Community</b>		SBAC Website			Use separate outreach groups to communicate to all subsets of community and raise awareness/support for school projects