

# General Guidelines and Phone Calling Instructions

Thank you for taking time to participate on the phone calling committee. We have a very detailed plan for the next several weeks, where at certain times, volunteer groups will be calling certain voting groups. The overall calendar follows the schedule below:

**PHASE I**--- volunteers will be **making phone calls to VOTERS WHO HAVE REQUESTED ABSENTEE BALLOTS....**

**September 27 – October 2 – October 3 – October 4**

\*FYI—You will note that PHASE I Script will reflect a message tailored to persuade people to vote for the levy.

**PHASE II** – volunteers will be **making phone calls to parents who ARE registered to vote.**

**October 9 – October 11 – October 16 – October 18**

\*FYI—You will note that the script document (ENTITLED PHASE II. PHONE CALL SCRIPT), that will be posted prior to OCTOBER 9, 2012, will include a message encouraging our parents TO VOTE!

**PHASE III** – volunteers will be **making phone calls to “voters-at-large” in targeted areas in our communities.**

**October 23 – October 25 – October 30 – November 1**

\*FYI—You will note that the script (ENTITLED PHASE III. PHONE SCRIPT) that will be posted prior to October 23, 2012, will include a message encouraging general support for Issue 115.

## **Some things to keep in mind, as you make phone calls:**

- Pay special attention to the dates and phases in which you make phone calls. Specific messages will be tailored to various audiences.
- The number from which you are dialing will NOT show up as the return phone number on voters' caller-ID's.... the same number will show up for all callers, and that number a non-use school district phone number.
- Please make phone calls between 5:30 – 8 p.m.
- Although Phases I and II should engage voters who are likely to be “friendlier” to the campaign’s efforts, if you encounter irate or unreasonable respondents, remain calm and polite. Thank them for their time, and then move on.
- Should you need to break during your phone call session, simply hang up the phone, and once you return, re-log-into the phone call system, using the dial-in number and PIN #.
- For any questions, please contact Jim at 216-965-2559.