

Date: June 21, 2018  
For ACTION  \_\_\_  
For INFORMATION  \_\_\_  
Board Agenda: Yes  \_\_\_  
No  \_\_\_

**FROM:** Jennifer Abbruzzese, Clerk of the Board & Policy Liaison

**THROUGH:** Lois F. Berlin, Ed.D., Interim Superintendent of Schools

**TO:** The Honorable Ramee Gentry, Chair, and  
Members of the Alexandria City School Board

**TOPIC:** School Board Policy FF: Non-Sponsored Naming and Renaming of Schools and School  
Division Facilities

**SUMMARY:** In accordance with Policy FF, Alexandria's new West End elementary school was named Ferdinand T. Day Elementary School. An ad hoc committee appointed by the School Board in October 2017 led the community engagement process to develop naming recommendations for Board approval in February 2018. In part due to lessons learned from the recent naming process, Policy FF's framework and guidelines were reviewed by the Board at its April 26, 2018 and May 31, 2018 Work Sessions. Policy FF and Regulation FF-R have been revised to reflect Board Member feedback from both Work Sessions, and now return to the Board for approval.

**BACKGROUND:** Policy FF: Public Dedication of Facilities (proposed to be renamed *Non-Sponsored Naming and Renaming of Schools and School Division Facilities*), currently outlines the School Board's process and guidelines for naming or renaming school facilities through the creation of ad hoc Facilities Naming Committees. When naming a new facility, such a committee is currently chaired by the School Board Vice Chair and consists of nine Alexandria residents appointed by the Board, and one resident appointed by City Council. At present, such a committee is tasked with community outreach to solicit naming recommendations and to submit at least three names to the Board for consideration.

When presented with a naming request for an existing school facility, an ad hoc committee is appointed by the Board and tasked with reviewing the request, which may be submitted by an Alexandria resident, community group or School Board Member. The committee subsequently makes its recommendation to the Board. Such requests must be accompanied by supporting documentation, including 100 signatures of Alexandria residents.

The newly proposed revisions to Policy FF and Regulation FF-R exchange the more rigid committee system for soliciting and distilling public naming nominations for a broader, robust community engagement process when naming or renaming schools. The proposed revisions provide the Board with flexibility to determine the process when considering whether or not to name non-school facilities.

**RECOMMENDATION:**

The Superintendent recommends that the School Board approve the proposed revisions to Policy FF and Regulation FF-R.

**IMPACT:** By periodically reviewing the facilities naming process, the School Board ensures that ACPS policies align with best practices. This benefits the school division and promotes equity, efficiency and community engagement.

**ATTACHMENTS:**

1. School Board Policy FF: Non-Sponsored Naming and Renaming of Schools and School Division Facilities
2. Regulation FF-R: Regulations for Non-Sponsored Naming and Renaming of Schools and School Division Facilities

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