



Date

1340 Braddock Place  
Alexandria, Virginia 22314

Dear Name,

Telephone: 703-619-8000  
TTY: 711 (Virginia Relay)  
www.acps.k12.va.us

The Alexandria City School Board's West End Elementary School Naming Committee is seeking suggestions for names for the new school.

 @ACPSk12  
 facebook.com/ACPSk12

Recommendations will be accepted from now through January 3, 2018. If you or an organization you represent would like to make a recommendation, please complete the online form at <https://www.acps.k12.va.us/westend>.

**Interim Superintendent**  
Lois F. Berlin, Ed.D.

All suggestions must be submitted in writing, either through the online form or to the Clerk of the School Board, and will be forwarded to the West End Elementary School Naming Committee for consideration.

**School Board**

Per School Board policy, the Committee will present at least three recommendations to the Board in early February 2018 for its consideration and approval. The final selection of a name for the new school is the responsibility of the School Board.

**Chair**  
Ramee A. Gentry

Naming suggestions may include U.S. presidents, Virginia historical figures, or places or historical events related to the facility or the location. Naming suggestions can also include a person, business or corporation that has made a significant or extraordinary contribution to the City of Alexandria, usually in the context of education, public service or involvement in civic or cultural activities over an extended period of time. Names that cause confusion with other Virginia public schools or facilities, including names that have the same initials as another ACPS school, should be avoided.

**Vice Chair**  
Cindy Anderson

**Members**  
Ronnie Campbell  
William E. Campbell  
Hal E. Cardwell  
Karen A. Graf  
Christopher J. Lewis  
Margaret Lorber  
Veronica Nolan

For more details regarding the naming process, please visit the ACPS website at <https://www.acps.k12.va.us/westend> or contact the Clerk of the School Board at [boardclerk@acps.k12.va.us](mailto:boardclerk@acps.k12.va.us).

Sincerely,

Cindy Anderson, Chair  
West End Elementary School Naming Committee