

Valtena G. Brown, Chief Operating Officer  
School Operations

**SUBJECT: PROPOSED AMENDMENT OF SCHOOL BOARD POLICY: FINAL  
READING: BOARD POLICY 7250, COMMEMORATION OF SCHOOL  
FACILITIES**

**COMMITTEE: INSTRUCTIONAL EXCELLENCE AND COMMUNITY ENGAGEMENT**

**LINK TO STRATEGIC  
FRAMEWORK: STUDENT, PARENT, AND COMMUNITY ENGAGEMENT**

At the School Board meeting of May 16, 2012, the School Board approved agenda item H-13, proffered by Dr. Marta Pérez, to amend School Board Policy 7250, *Commemoration of School Facilities*. The School Board directed the Superintendent at the July 18, 2012 School Board meeting to initiate rulemaking proceedings by amending the policy to streamline the process of renaming schools in cases of minor changes or corrections, at its meeting of September 5, 2012. The proposed amendment provides that upon the Superintendent's recommendation, the School Board may waive the renaming process for minor changes to a school name.

The Notice of Intended Action was published in the *Miami Daily Business Review* on July 23, 2012, posted in various places for public information and mailed to various organizations representing persons affected by the amended policy and to individuals requesting notification.

The time to request a hearing or protest the adoption of this policy has elapsed.

In accordance with provisions of the Administrative Procedure Act, this amended policy is presented to The School Board of Miami-Dade County, Florida, for adoption and authorization to file the policy in the official records of The School Board of Miami-Dade County, Florida.

Attached are the Notice of Intended Action and the proposed amended policy. Changes from the current Policy are indicated by underscoring words to be added and ~~striking through~~ words to be deleted.

**C-100**

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, adopt amended Board Policy 7250, *Commemoration of School Facilities*, and authorize the Superintendent to file the policy with The School Board of Miami-Dade County, Florida, to be effective September 5, 2012.

VGB:cg

## NOTICE OF INTENDED ACTION

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, announced on July 18, 2012, its intention to amend Board Policy 7250, *Commemoration of School Facilities*, at its meeting of September 5, 2012.

**PURPOSE AND EFFECT:** To streamline the process of renaming schools in cases of minor changes or corrections.

**SUMMARY:** The policy is being amended to allow the School Board, upon the Superintendent's recommendation, to waive the renaming process for technical corrections and other minor changes to a school's name.

**SPECIFIC LEGAL AUTHORITY UNDER WHICH RULEMAKING IS AUTHORIZED:** 1001.41(1) (2); 1001.42(25); 1001.43(10) F.S.

**LAW IMPLEMENTED, INTERPRETED, OR MADE SPECIFIC:** 1001.41(1) F.S.

IF REQUESTED, A HEARING WILL BE HELD DURING THE BOARD MEETING of September 5, 2012, which begins at 1:00 p.m., in the School Board Administration Building, School Board Auditorium, 1450 N. E. Second Avenue, Miami, Florida 33132. Persons requesting such a hearing or who wish to provide information regarding the statement of estimated regulatory costs, or to provide a proposal for a lower cost regulatory alternative as provided by Section 120.541(1), F.S., must do so in writing by August 13, 2012, to the Superintendent of Schools, Room 912, at the same address.

ANY PERSON WHO DECIDES TO APPEAL THE DECISION made by The School Board of Miami-Dade County, Florida, with respect to this action will need to ensure the preparation of a verbatim record of the proceedings including the testimony and evidence upon which the appeal is to be based. (Section 286.0105, Florida Statutes)

A COPY OF THE PROPOSED AMENDED POLICY is available at cost to the public for inspection and copying in the Citizen Information Center, Room 158, 1450 Northeast Second Avenue, Miami, Florida 33132.

Originator: Dr. Marta Pérez  
Date: July 2, 2012

1

COMMEMORATION OF SCHOOL FACILITIES

2 The School Board may commemorate a school or District facility by naming or  
3 renaming a facility. The Board will consider recommendations from the community  
4 and other interested or impacted parties when approving proposed names for new  
5 school facilities and renaming of existing facilities. Public schools and educational  
6 facilities owned by the Board shall only be named according to this policy.

7 If the school or school facility is to be named/renamed by its location in the  
8 community, the names proposed should be descriptive of the geographical area in  
9 which the facility is located, and be of reasonable length.

10 If the school or school facility is to be named/renamed in honor of a man or woman,  
11 the names proposed should be:

12 A. those of outstanding civic, or educational leaders, or individuals who  
13 have made a significant contribution to the field of education or  
14 humanity in general whether living or deceased, of local, national, or  
15 international prominence;

16 B. if the school or school facility is to be named for a living person, the  
17 eponym's consent must first be obtained in writing before it is  
18 submitted for the Board's consideration.

19 The naming/renaming of a school in the name of an individual who has given a  
20 monetary contribution to the School District is also allowed.

21 **Educational Facilities Naming/Renaming Committee**

22 An Educational Facilities Naming/Renaming Committee shall be convened to  
23 consider community input and allow public participation as follows:

24 A. Before the Educational Facilities Naming /Renaming Committee is  
25 convened, input from the community, in which the each existing  
26 school or the new school is or will be located, shall be solicited. The  
27 following steps must be followed:

28 1. At least one (1), but no more than three (3) publicly noticed  
29 meetings with members of the public and other interested  
30 persons must be held in order to obtain public input in this  
31 process.

- 1                                    If more than three (3) public meetings are determined to be  
2                                    necessary to obtain sufficient public input into this process,  
3                                    additional meetings may be approved by the ~~Deputy~~  
4                                    ~~Superintendent, District/School Operations,~~ Chief Operating  
5                                    Officer, School Operations.
- 6                                    2.    The Office of the ~~Deputy Superintendent, District/School~~  
7                                    ~~Operations,~~ Chief Operating Officer, School Operations, shall  
8                                    act as the facilitator for these meetings and will schedule the  
9                                    requisite meetings before the Educational Facilities  
10                                    Naming/Renaming Committee is convened.
- 11                                    3.    Consistent with the criteria set forth in this policy, all names  
12                                    recommended to the Committee must be accompanied with  
13                                    the appropriate background information and documented  
14                                    support for the suggested names, including any letters of  
15                                    recommendation.
- 16                                    4.    A complete list of all names suggested by the public through  
17                                    this public input process shall be forwarded to the  
18                                    Educational Facilities Naming/Renaming Committee.
- 19                                    5.    All names obtained through the public input process, along  
20                                    with the name of the individual(s) who originally suggested  
21                                    any of the names on the list referenced above, must be  
22                                    provided to the members of Educational Facilities  
23                                    Naming/Renaming Committee at least a week before the  
24                                    Committee is convened.
- 25                                    B.    The ~~Deputy Superintendent, District/School Operations,~~ Chief  
26                                    Operating Officer, School Operations, shall be responsible for  
27                                    convening an Educational Facilities Naming/Renaming Committee  
28                                    and serving as the coordinator of the activities of the committee.
- 29                                    C.    The Educational Facilities Naming/Renaming Committee will be  
30                                    comprised of the following voting members:
- 31                                    1.    the Board Chair;
- 32                                    2.    the Board member in whose district the school or facility to  
33                                    be named or renamed is located;
- 34                                    3.    an additional member to be designated by the Board member  
35                                    in whose district the school or facility to be named/renamed  
36                                    is located;

1                   4.     the ~~Regional~~ Region Superintendent, ~~Regional-Center~~ Region  
2                   Office, in whose region the school or facility is located;

3                   5.     a representative from the community surrounding the school  
4                   that is to be named/renamed, to be selected by the ~~Regional~~  
5                   Region Superintendent in whose region the school or facility  
6                   is located;

7                   All meetings of the Educational Facilities Naming/Renaming  
8                   Committee shall comply with the Sunshine Law.

9                   Only the voting members listed above and assigned to the  
10                  Committee in accordance with this policy will be allowed to vote.

11                  Proxy votes will not be allowed. The presence of three (3) or more  
12                  voting members of the Committee will constitute a quorum.

13                  D.     The Chair shall appoint another Board member to the committee in  
14                  the event the school or facility to be named/renamed is located in  
15                  the Chair's district.

16     **New School Facilities**

17     The ~~Deputy Superintendent, District/School Operations, Chief Operating Officer,~~  
18     School Operations, will convene an Educational Facilities Naming/Renaming  
19     Committee, solely for the purpose of organizing the Committee, within three (3)  
20     months after the commencement of construction of a new school facility, and will  
21     oversee the process of soliciting community input.

22     The Educational Facilities Naming /Renaming Committee may only be convened to  
23     consider and recommend possible school names after the community input process  
24     has been completed.

25     **Renaming Existing Facilities**

26     The name of a new school or school facility adopted by the Board shall be  
27     permanent except when the Board determines by majority vote that a name change  
28     is desirable as a result of a recommendation from an Educational Facilities  
29     Naming/Renaming Committee.

30     No existing facility will be renamed unless the request to do so emanates from the  
31     students, their families, the school's faculty, the community, or other interest  
32     groups.

1 The ~~Deputy Superintendent, District/School Operations, Chief Operating Officer,~~  
2 School Operations, upon receipt of requests sufficient to indicate community  
3 interest in renaming an existing facility, will oversee the process of soliciting  
4 community input and convene an Educational Facilities Naming/Renaming  
5 Committee.

6 The Board is responsible for the final determination of whether a School District  
7 facility will be renamed.

8 The Board may, after considering the names presented by the Educational Facilities  
9 Naming /Renaming Committee, request that the Committee provide additional  
10 proposed names for the Board's consideration.

11 Upon the Superintendent's recommendation to make minor changes or corrections  
12 to the name of an existing school, the Board by majority vote may waive the  
13 Educational Facilities Naming/Renaming Committee process. The renaming process  
14 may only be waived if the proposed name change would not significantly modify the  
15 existing name to the extent that the school is no longer recognized or identified with  
16 the name of the school prior to it being renamed.

17 **Identification Plaque**

18 All major building projects will be identified by suitable plaque(s) identifying the  
19 project, date of award, the names of the Board members, Superintendent, the  
20 architectural firm, and the general contractor.