

Valtena G. Brown, Deputy Superintendent/Chief Operating Officer
School Operations

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

COMMITTEE: PERSONNEL SERVICES AND STUDENT AND SCHOOL SUPPORT

LINK TO STRATEGIC

BLUEPRINT: RELEVANT, RIGOROUS AND INNOVATIVE ACADEMICS

At its regular Board meeting on May 24, 2017, the Board approved Agenda Item D-68 (Commemoration of School Facilities) authorizing the Superintendent to initiate rulemaking proceedings to amend School Board Policy 7250, *Commemoration of School Facilities*.

Policy 7250, *Commemoration of School Facilities*, is being amended to change the name of the policy to *Commemoration of School and District Facilities* and to establish a process to commemorate non-school site facilities irrespective of the voting district in which the non-school site facility resides as directed by the Board. In addition, minor revisions are proposed to conform to existing practices.

The new process for non-school site facilities includes a committee that is made up of a representative of each Board member as voting members and non-voting representatives from the Offices of School Operations and Facilities. As is the case for naming schools, the committee will be convened when sufficient interest is expressed by students, parents, or community members. The committee will receive suggestions and make recommendations to the Board. The Board will make the final determination.

The Notice of Intended Action was published in the *Miami Daily Business Review* on May 30, 2017, and posted in various places for public information and mailed to various organizations representing persons affected by the new and amended policies and to individuals requesting notification. The time to request a hearing or protest the adoption of this amendment has elapsed.

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

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

RECOMMENDED: That The School Board of Miami-Dade County, Florida, adopt amendments to Board Policy 7250, *Commemoration of School Facilities and District Facilities* and authorize the Superintendent to file the amended policy with the School Board of Miami-Dade County, Florida, to be effective July 12, 2017.

NOTICE OF INTENDED ACTION

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, announced on May 24, 2017, its intention to amend Board Policy 7250, *Commemoration of School Facilities*, at its Board meeting of July 12, 2017.

PURPOSE AND EFFECT OF POLICY: The proposed amendments establish a process to commemorate non-school site facilities irrespective of the voting district in which the non-school site facility resides. The new process will be facilitated by the Chief Facilities Officer and includes a committee that is made up of a representative of each Board member as voting members and non-voting representatives from the Offices of School Operations and Facilities. As is the case for naming schools, the committee will be convened when sufficient interest is expressed by students, parents, or community members. The committee will receive suggestions and make recommendations to the Board. The Board will make the final determination. The name of the policy is proposed to be revised to "*Commemoration of School and District Facilities*."

In addition, minor revisions are proposed to the existing school naming process in order to update and conform to existing practice.

SUMMARY: Proposed amendments to Policy 7250, *Commemoration of Schools and District Facilities* establishes a new process for naming or renaming non-school site facilities that provides representation from each Board member on district facilities-naming committees, and also includes minor revisions proposed to the existing school naming process in order to update and conform to existing practice. The policy name is proposed to be amended to *Commemoration of School and District Facilities*.

SPECIFIC LEGAL AUTHORITY UNDER WHICH RULEMAKING IS AUTHORIZED: 1001.41 (1), 1001.43 (10), F.S.

LAWS IMPLEMENTED INTERPRETED OR MADE SPECIFIC: 1001.43 (4), F.S.

IF REQUESTED, A HEARING WILL BE HELD DURING SCHOOL BOARD MEETING OF July 12, 2017, which begins at 1:00 p.m., in the 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 in Section 120.54(1), F.S., must do so in writing by June 20, 2017, to the Superintendent, 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, F. S.)

COPIES OF THE PROPOSED AMENDED POLICY is available at cost to the public for inspection and copying in the Citizen Information Center, Room 102, 1450 N.E. Second Avenue, Miami, Florida 33132.

Originator: Mrs. Valtena G. Brown
Date: January 25, 2017

1 COMMEMORATION OF SCHOOL AND DISTRICT FACILITIES

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

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

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

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

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

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

22 ~~Educational~~School **Facilities Naming/Renaming Committee**

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

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

29 1. At least one (1), but no more than three (3) publicly noticed
30 meetings with members of the public and other interested
31 persons must be held in order to obtain public input in this
32 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 Chief Operating
4 Officer, ~~School Operations~~.
- 5 2. The ~~Office of the~~ Chief Operating Officer, or designee, ~~School~~
6 ~~Operations~~, shall act as the facilitator for these meetings and
7 ~~will schedule the requisite meetings before the Educational~~
8 ~~Facilities Naming/Renaming Committee is convened.~~
- 9 3. Consistent with the criteria set forth in this policy, all names
10 recommended to the Committee must be accompanied with
11 the appropriate background information and documented
12 support for the suggested names, including any letters of
13 recommendation.
- 14 4. A complete list of all names suggested by the public through
15 this public input process shall be forwarded to the
16 ~~Educational Facilities Naming/Renaming Committee.~~
- 17 5. All names obtained through the public input process, along
18 with the name of the individual(s) who originally suggested
19 any of the names on the list referenced above, must be
20 provided to the members of the Educational Facilities
21 ~~Naming/Renaming~~the Committee at least a week before the
22 Committee is convened.
- 23 B. The Chief Operating Officer, ~~School Operations~~, shall be responsible
24 for convening an ~~Educational Facilities Naming/Renaming~~the
25 Committee and serving as the coordinator of the activities of the
26 ~~e~~Committee.
- 27 C. The ~~Educational Facilities Naming/Renaming~~ Committee will be
28 comprised of the following voting members:
- 29 1. the Board Chair;
- 30 2. the Board member in whose district the school or facility to
31 be named or renamed is located;
- 32 3. an additional member to be designated by the Board member
33 in whose district the school or facility to be named/renamed
34 is located;

1 4. the Region Superintendent, Region Office, in whose region the
2 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 Region
5 Superintendent in whose region the school or facility is
6 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 Chief Operating Officer, ~~School Operations~~, will convene an Educational School
18 Facilities Naming/Renaming Committee, solely for the purpose of organizing the
19 Committee, ~~within three (3) months after the commencement of construction~~ after
20 the commencement of a new school facility, and will oversee the process of soliciting
21 community input in accordance with the procedures above.

22 The ~~Educational Facilities Naming/Renaming~~ Committee may ~~only be convened~~
23 ~~to~~ not consider and recommend possible school names until after the community
24 input process has been completed.

25 **Renaming Existing School 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 School 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. The Chief Operating Officer, ~~School Operations~~, upon receipt of requests
33 sufficient to indicate community interest in renaming an existing facility, will oversee

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- 1 the process of soliciting community input and convene an Educational School
2 Facilities Naming/Renaming Committee in accordance with the procedures above.
- 3 The Board is responsible for the final determination of whether a School District
4 facility will be renamed.
- 5 The Board may, after considering the names presented, ~~by the Educational Facilities~~
6 ~~Naming/Renaming Committee~~, request that the Committee provide additional
7 proposed names for the Board's consideration.
- 8 Upon the Superintendent's recommendation to make minor changes or corrections
9 to the name of an existing school, the Board by majority vote may waive the
10 ~~Educational Facilities Naming/Renaming Committee~~ process. The renaming process
11 may only be waived if the proposed name change would not significantly modify the
12 existing name to the extent that the school is no longer recognized or identified with
13 the name of the school prior to it being renamed.

District Facilities Naming/Renaming Process

Upon receipt of requests sufficient to indicate community interest in naming or
naming a District owned/leased facility, the Chief Facilities Officer will convene a
District Facilities Naming/Renaming Committee (Committee) to consider the request
in accordance with the following procedures:

- A. The Chief Facilities Officer or designee shall serve as the facilitator and
coordinator overseeing the Committee process.
- B. The Committee will be comprised of nine (9) voting members as follows:
1. One (1) representative selected by each Board member;
 2. One (1) non-voting representative from the Office of School Operations;
and
 3. One (1) non-voting representative from the Office of School Facilities.
- C. A quorum will consist of five (5) voting members. Proxy votes will not be
allowed.
- D. If a quorum is not met for the first meeting, a second and final meeting
will be convened.
- E. The name to be recommended to the Board for approval must be approved
by a majority vote of the Committee. If the Committee fails to approve a
name by majority vote, the name of the facility will remain unchanged.
New requests to name or rename the facility will not be considered for a
period of one (1) year form the date of the last meet held by the Committee
unless a shorter period is specifically approved by the Board.
- F. All meetings of the Committee shall be public and comply with Florida's
Sunshine and public records laws.
- G. The School Board will make the final determination of whether a District
owned/leased facility will be named/renamed.

1 **Identification Plaque**

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

5 Revised 9/5/12

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