



Additional provisions of the conceptual structure of the school property shall be through the term of the school.

A. New Schools

At the occasion of any new school name shall be examined by the new school board or a group of parent and community sitting council, input may be sought from a sitting advisory group or a group of members. Proposed names must be approved by the Region Education Officer Area Instructional Officer and thereafter submitted to the Board of Education for approval.

B. Existing Schools

Changing the name of a school is to be a considered decision, and should not be made arbitrarily or in haste. Minimum guidelines shall solicit the participation of the Region Education Officer Area Instructional Officer of the school to make the school a part of which the school is located.

C. Process for Determining a School Name

A Local School Council may propose a school name change at a duly convened open meeting at which the consideration of a school name has been announced as an agenda item.

Prior to selecting a school name or changing an existing school name, the LSO shall designate dates and times for public hearings to receive community input regarding suggested names and to facilitate discussion concerning the basis for a proposed change of school name.

The Committees and the school-community request from the staff of the school to vote at the Local School Council Meeting.

After the two school community hearings have been convened, the Local School Council may include the issue of the name or name change as an agenda item at the next regularly scheduled meeting or special meeting. The vote must be an affirmative majority of the Local School Council and must include three names, in order of preference, in order to recommend a name to the Board.

Sequence of Recommendations/Approvals

Once the Local School Council has approved a name or name change list of rank-ordered names, the principal and the chairperson of the council are to co-sign a letter of recommendation addressed to the Region Education Officer Area Instructional Officer. This letter is to explain the rationale for the names or names of people, the dates of the hearings, the list of names, and the results of the hearing if any of the proposed names are recommended. The principal is also to prepare a board report and to include the paper in a folder to be placed in the file of the school. The principal is to prepare a board report and to include the paper in a folder to be placed in the file of the school. The principal is to prepare a board report and to include the paper in a folder to be placed in the file of the school.

The Region Education Officer Area Instructional Officer is to receive the written recommendation to be forwarded along with the school's supporting documentation to the Chief of Schools and Regions.

The Chief Office of Schools and Regions, in consultation with the Law Department, may do a background check on any name on the list of three, and shall, pursuant to this policy, make the decision to recommend or not recommend the proposed name or name change to the Chief Education Officer and the Chief Executive Officer.

on the Chief Executive Officer or the Chief Education Officer may approve. The Chicago Board of Education

Omnibus Board Report

if more schools have selected the same name as their first choice, the Local School Councils of two or more schools may determine by a majority of affirmative votes which Local School Council selected the name first. That school's choice will be included in the omnibus Board Report; the other schools will

AFFIRMATIVE

ACTION STATUS: Not applicable

PERSONNEL IMPLICATIONS: Not applicable

EDUCATIONAL REVIEW: This policy was revised with the assistance of the Office of the Board, the Office of Policy and Procedure, and the Office of Policy and Procedure.

LEGAL

REVIEW

Revised for consideration

DATE: 11/11/11