

Executive Summary
School Renaming
Sunland Park Elementary School

INTRODUCTION & OBJECTIVE:

This report summarizes the process used to determine and recommend the new name for Sunland Park Elementary.

CONCLUSION:

The names selected at the May 16th SAC/SAF/PTA meeting for placement on the ballot to disseminate to stakeholders were: Sunland Park Early Learning Academy, Sunland Park Academy, Sunland Park Primary Academy, and Sunland Park Superstars. The school name to receive the most votes was Sunland Park Academy.

BACKGROUND:

The process began in April 2013 with Mrs. Haywood, Cadre Director; Ms. Veda Hudge, Office of Strategic Achievement; Mrs. Bailey, Principal and Dr. Gina Eyeran, Regional Executive Director regarding the school's renaming. Discussions were had and it was determined that only the school's name would need to be modified due the new model – Pre-K to 3rd. The school's number 0611 would remain the same.

PROCESS:

This was the process and timeline followed to select the recommended new name for Sunland Park Elementary.

1. **April 15, 2013:** A meeting was held with Mrs. Haywood and Mrs. Bailey to discuss the school's renaming process, including the review of School Board Policy 1401.
2. **April 18, 2013:** The first conversation with stakeholders began at the SAC/SAF/PTA meeting to inform stakeholders of the school's renaming process (including SB Policy 1401) and the importance of attending the May SAC/SAF/PTA meeting.
3. **April 26, 2013:** The Sunland Park Design Team met to continue forward planning for the new Pre-K-3rd grade model, which was facilitated by Mrs. Haywood. The conversation regarding the school's renaming was also discussed with the Design Team.
4. **April 30, 2013:** A Faculty/Staff meeting was held and the school's renaming process was one of the topics of discussion.
5. **May 15, 2013:** A Parent link was sent to remind parents to attend the SAC/SAF/PTA meeting on May 16th. Parents were also reminded at the Pre-K Moving Up Ceremony that morning. (Meeting also advertised on marquee, fliers sent home and on the school's website.)

6. **May 16, 2013:** SAC/SAF/PTA meeting held at 6PM to discuss the renaming and receive suggestion to be placed on the ballot. (See attached SAC/SAF documents to identify SAC committee members participating in the process.)
7. **May 20 & 28, 2013:** Renaming fliers sent home with students at Sunland Park Elementary and Lauderdale Manors Elementary. (Parents had to include their names on returned ballots. Only one ballot to be submitted per parent.)
8. **May 29, 2013:** Renaming fliers handed out at the *Kindergarten Moving Up Ceremony*.
9. **May 30, 2013:** Renaming fliers handed out at the *First Grade Moving Up Ceremony*.
10. **May 31, 2013:** Renaming fliers handed out at the *Second Grade Moving Up Ceremony*.
11. **June 3, 2013:** Ballots were tallied and secured in the vault.
12. **June 3, 2013:** Results from the ballots announced to school community, including the community presentation at Arthur Ashe Middle School. The announcements included a disclaimer that the decision had to be approved by the School Board in order for it to be official. This would take place in June/July.
13. **June 6, 2013:** Results shared again at the community meeting with Superintendent Runcie, Dr. Osgood and Commissioner DuBose at Sunland Park Elementary School.
14. **June 12, 2013:** Sent Parent link and placed suggestion for school's new name on school's website. (A disclaimer is also there indicating the approval from the Board is needed in order to be official.)

RECOMMENDATION:

The recommendation is to submit the name **Sunland Park Academy** to the Board for approval.

FOR MORE INFORMATION:

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