



County of Fairfax, Virginia

MEMORANDUM

DATE: January 29, 2021

TO: Members, Board of Supervisors

VIA: Rachel Flynn
Deputy County Executive

FROM: Barbara Byron, Director
Department of Planning and Development

Bill Hicks, Director
Land Development Services

Tony Castrilli, Director
Office of Public Affairs

Tom Biesiadny, Director
Department of Transportation

SUBJECT: Responses to Board Requests Regarding Confederate Names

Background

On June 23, 2020, the Board requested that History Commission:

- Create an inventory of Confederate street names, Confederate monuments, and Confederate public places in Fairfax County;
- Research legal and financial implications of name changes; and
- Seek input from other county entities.

On December 8, 2020, the History Commission provided their report to the Board at the Land Use Policy Committee meeting. A copy of the presentation is included as Attachment I.

Following discussion, the Board directed staff to:

- Provide more information on the process the Board would have to go through to change the names of the two primary roadways identified by the report, Lee Highway and Lee Jackson Memorial Highway (and possibly other significant secondary roads and public facilities) by the end of January 2021. The Board indicated that the process should clarify the role of the Board and the role of the public in decision-making. The Board ultimately must approve any name changes and submit them to the Commonwealth Transportation Board for consideration. (A proposed process is included as Attachment II).
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- Prepare a memo to explain the existing County process for changing the name of a secondary road in a neighborhood. The memo should outline the process and answer questions such as whether a change in the street name would affect the property deed, how to handle address changes with USPS, and what other impacts there might be for citizens considering changing the name of a neighborhood road. The process should educate citizens and include a place that the Board can direct inquiries to. Staff should return to the Board in January 2021 with more information. (The current process for changing secondary road names in Fairfax County is included as Attachment III).
- Provide information about changing the names of subdivisions for the benefit of citizens interested in making those changes. (Information is included as Attachment IV).
- Coordinate with neighboring jurisdictions that are undertaking their own name change processes and return to the Board with information about those processes. Information about activities in Arlington County (Attachment V), Prince William County (Attachment VI), Loudoun County (Attachment VII), the City of Alexandria (Attachment VIII), and the City of Fairfax (Attachment IX) are included with this memo.
- Provide a report about the history of the naming and renaming of the Magisterial Districts. (This report is included as Attachment X).

In a subsequent discussion with Chairman McKay, staff was directed to provide additional information to the Board on the processes Fairfax County Park Authority (FCPA) and Fairfax County Public Schools (FCPS) must undertake to change the names of their respective facilities.

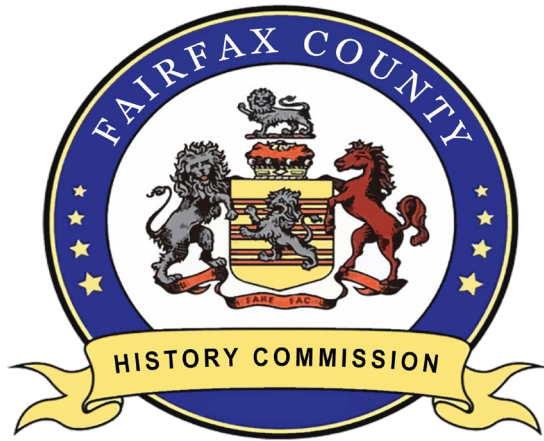
- At the direction of the Park Authority Board Executive Committee, from 2017 through 2018, staff researched and identified a total of 15 parks or park facilities which bore potential Confederate surnames or used terminology related to the Confederacy in their names. On January 9, 2019, the Park Authority Board voted to change the name of JEB Stuart Park to Justice Park and Dixie Hill Park to West Fairfax Park. On January 23, 2019, the Park Authority Board voted to change the name of the Robert E. Lee Recreation to the Lee Recreation Center. Park Authority Policy 304: *Naming of Parks and Facilities*, provides guidance as to how these parks are named or renamed. To rename a park or facility owned by the Park Authority, a majority of a quorum of the Park Authority Board must vote in support of the action in compliance with the Park Authority's park naming policy. (The current policy for changing the names of FCPA facilities is included as Attachment XI.)
- In 2015, students led a campaign to rename J.E.B. Stuart High School. The students' request led the Fairfax County School Board to revise its policy establishing guidelines for naming school facilities to include allowing name changes if a compelling need exists. After a lengthy public input process, in July 2017, the School Board voted to

change the name of J.E.B. Stuart High School, and in October 2017, the School Board voted to adopt the new name of Justice High School. In October 2019, the Fairfax County School Board revised the policy and regulation for naming and renaming school facilities again, to include name changes “to ensure an inclusive, respectful learning environment as outlined in our adopted One Fairfax Policy or when the Board deems it appropriate.” School Board Policy 8170.7 and Regulation 8170.8: *Facilities Planning Procedures for Naming School Facilities and Dedicating Areas of School Facilities or Grounds* sets forth the policy and procedures as to how school facilities are named or renamed. In June 2020, the School Board voted to change the name of Robert E. Lee High School. After soliciting input from the public, in July 2020, the Board voted to adopt the new name of John R. Lewis High School. In October 2020, the School Board voted to proceed with the name change for Mosby Woods Elementary School. The Board postponed its scheduled renaming decision in December 2020 to solicit more community engagement. (The current policy and regulation for changing the names of FCPS facilities are included as Attachments XII and XIII.)

This item has been scheduled for additional Board discussion at the Land Use Policy Committee on February 2, 2021. Representatives of the Fairfax County Park Authority and Fairfax County Public Schools will be in attendance to answer questions about the Board’s role in changing the names of their facilities.

- Attachment I: Presentation from Land Use Policy Committee Meeting, December 8, 2020
- Attachment II: Proposed Process for Changing the Names of Lee Highway and Lee-Jackson Memorial Highway
- Attachment III: Current Process for Changing Street Names
- Attachment IV: Proposed Process for Informing Citizens of the Process for Changing the Names of Subdivisions
- Attachment V: Summary of Arlington County’s Name Changing Activities
- Attachment VI: Summary of Prince William County’s Name Changing Activities
- Attachment VII: Summary of Loudoun County’s Name Changing Activities
- Attachment VIII: Summary of the City of Alexandria’s Name Changing Activities
- Attachment IX: Summary of the City of Fairfax’s Name Changing Activities
- Attachment X: History of Naming and Renaming of Magisterial Districts
- Attachment XI: FCPA Policy 304 Naming of Parks and Facilities
- Attachment XII: FCPS Policy 8170.7 Naming School Facilities
- Attachment XIII: FCPS Regulation 8170.8 Procedures for Naming School Facilities

Cc: Bryan Hill, County Executive



Confederate Names Inventory Report

Presentation

Anne Stuntz, Barbara Naef
Fairfax County History Commission

December 8, 2020

Purpose of Today's Discussion

- Review report background
- Review findings
- Discuss next steps
- Board discussion/recommendation



Confederate Names Project Origins #1

June 23 Board Matter - History Commission to:

- Create inventory of Confederate street names, Confederate monuments and Confederate public places in Fairfax County,
- Research legal and financial implications of name changes, and
- Seek input from other county entities

Confederate Names Project Origins #2

July 7 Follow Up:

- Include towns
- Focus on well-known Confederate officers and locally well-known Confederates
- Add historical markers about the Civil War

Methodology

- Identified 26,552 Fairfax County street and place names
- Narrowed focus list to 650 well-known Confederate officers and locally well-known Confederates
- Filtered street and place names lists for matches
- Researched names for Confederate connection

Report Findings

Magisterial District	Assets with Confirmed Confederate Associated Names
Braddock	17
Dranesville	9
Hunter Mill	4
Lee	3
Mason	14
Mount Vernon	None Found
Providence	44
Springfield	14
Sully	38
Parks	14
TOTAL (some duplication due to multiple districts)	157

Recommendation #1

The Commission recommends that the Board of Supervisors adopt a process to engage the public in an open dialogue through public meetings and community gatherings followed by a period of deliberation leading to definitive action.

This is a consistent theme of all the guidelines examined and included in the report.

Recommendation #2

Archive all project research at the Virginia Room, City of Fairfax Regional Library.

History Commission 2021 Initiative

- Develop inventory of research materials on African American communities in Fairfax County, to include but not limited to:
 - Documents
 - Publications
 - Oral histories
 - Other materials
- Proceed in collaboration with African American organizations including churches, social and community groups

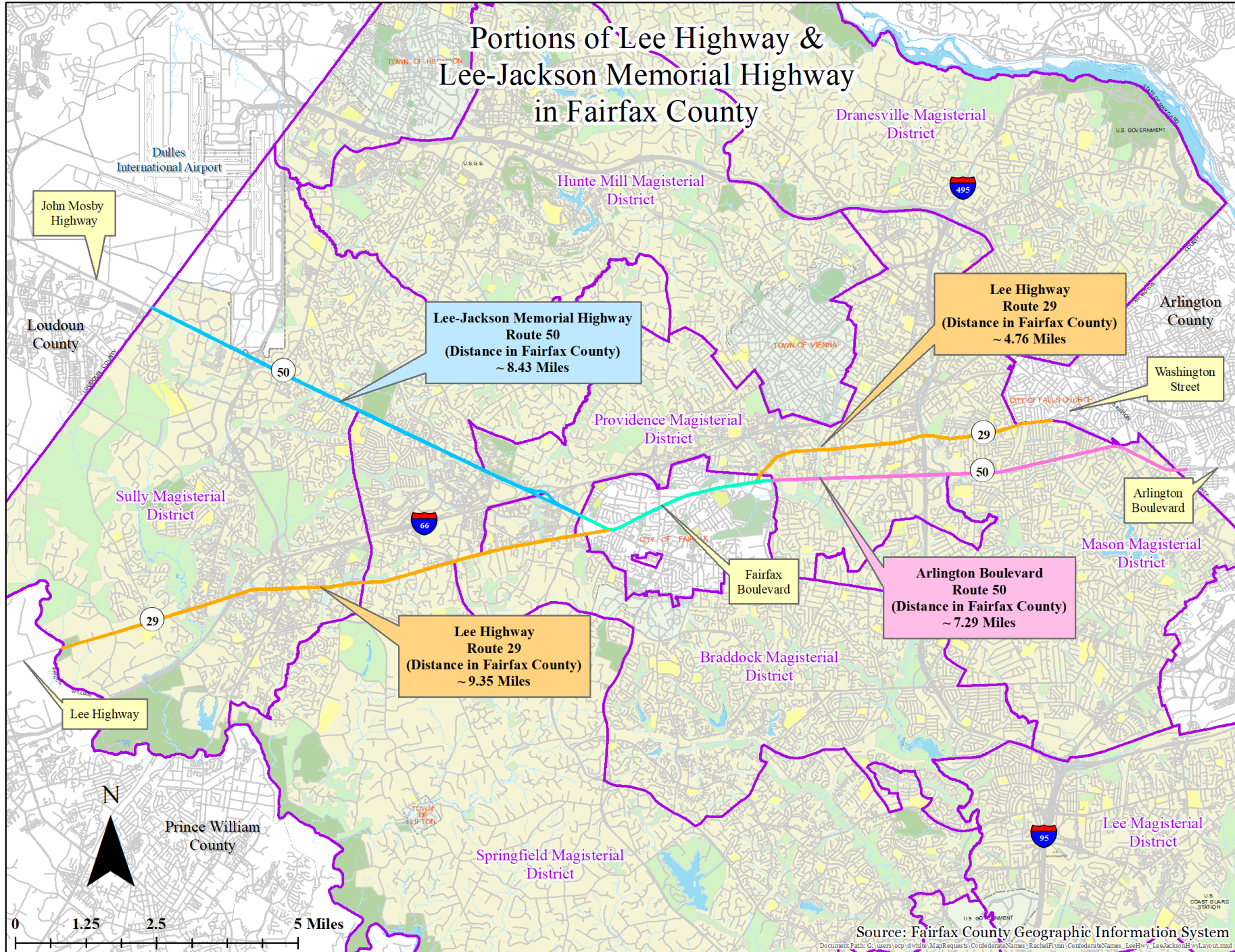
Alexandria City Process - Ad Hoc Advisory Group on Confederate Memorials and Street Names

- 7 Advisory Group members – 5 appointed from relevant Boards, 2 at-large positions
- Staff Facilitator - Director of Communications and Public Information
- Charged with making recommendations regarding:
 - Appomattox statue owned by UDC
 - Jefferson Davis Highway
 - Other streets named for Confederate military leaders
 - Flying the Confederate flag
- Timeline – September 2015 – August 2016

City of Fairfax Process to Discuss Racial and Social Equity and Nomenclature

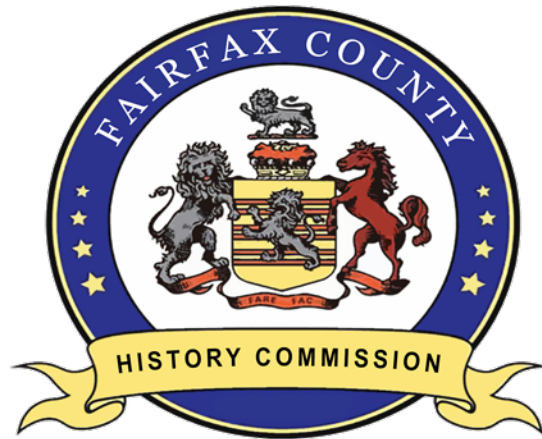
- 10 – 15 Member Citizen Stakeholder/Working Group
- Partnering with the George Mason University, Jimmy and Rosalyn Carter School for Peace and Conflict Resolution
- Identified decision points:
 - Monuments, markers, and memorials
 - Names of streets and neighborhoods
 - Images in County Seal
- Facilitated Community Learning Sessions
- Timeline: Summer 2021 - Report back to City Council; Council sets process to consider recommendations

Portions of Lee Highway & Lee-Jackson Memorial Highway in Fairfax County



Questions?

Thank You




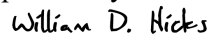
Proposed Process for Changing the Names of Lee Highway and Lee-Jackson Memorial Highway (and Potentially Other Major Secondary Roads and Facilities)

To consider whether to change the names of Lee Highway and Lee-Jackson Memorial Highway (and potentially other major secondary roads and facilities) staff recommends the following:

- The Board establish a diverse community task force to discuss the two roadway names and consider alternative names. Members of the task force should include one representative each from the History Commission, the Planning Commission, the Transportation Advisory Commission, the Economic Development Authority, the National Association for the Advancement of Colored People (NAACP); the Northern Virginia Chamber of Commerce, the Fairfax Federation of Civic Associations; and any other organizations the Board would like to add. The task force should be charged with developing an outreach process for engaging the community to include, but not be limited to, virtual forums to secure the community's input on whether to change the names of these two roadways, the implications of changing the names of the roadways and alternative names for the roadways. If the task force recommends changing the names, the task force should recommend two to five alternative names for each of the roads. These suggested names would then be incorporated into a community survey to solicit feedback. The task force would be supported by a County staff member. A deadline should be established for the completion of the task force's work and submission of a report to the Board.
- Following the completion of task force recommendations and the community survey, the Board should hold one or more public hearings to allow formal public comment on whether the roadway names should be changed and the list of alternative names. Following the public hearing(s), the Board should act to keep the road names the same or change them. If the Board votes to change the names, the action should include a resolution that would be transmitted to the Commonwealth Transportation Board requesting that the names be changed and committing to the cost of changing signage. The Board should also approve a budget consideration item to address the cost associated with changing of the road signs, as well as assistance for local businesses in changing their addresses and company materials.
- The Board establish an inter-department working group to prepare information on the process, costs, and timelines for changing the roadway names. This working group should include representatives of the Department of Planning and Development, the Department of Transportation, the Police Department, the Fire and Rescue Department, the Office of Public Affairs, the Office of the County Attorney, the Department of Information Technology, the Department of Public Works and Environmental Services, the Department of Tax Administration, the Department of Finance, the Department of Management and Budget, and possibly others. The working group should be charged with providing support for the community task force, as well as identify and quantify implementation items. This working group would also be responsible for coordinating

Fairfax County's actions related to Confederate names with Arlington, Loudon, and Prince William Counties, and the Cities of Alexandria and Fairfax and reporting back to the Board of Supervisors prior the scheduling of any public hearing to consider citizen comments.

Land Development Services (LDS) Fairfax County

	Street Name Change	LDS Standard Operating Procedure
		Approved By:  <small>E5C1549D2933438...</small>
		William D. Hicks, P.E., Director Date Signed: 2021 January 29 09:12:36 EST

Purpose: This procedure describes the agency’s internal process for changing the name of a street in Fairfax County. This procedure applies to public roads, whether maintained by the Virginia Department of Transportation (VDOT) or the County as well as private roads.

Positions/Branches Involved in Procedure:

- Department of Land Development Services (LDS), Facilitation and Addressing Center (FAC) staff
- Department of Information Technology (DIT), Geographic Information System (GIS) staff
- LDS Director’s Office administrative staff
- Department of Public Works and Environmental Services (DPWES), Maintenance and Stormwater Management Division (MSMD)

Procedure:

- 1) Residents of Fairfax County who wish to rename a road in Fairfax County must prepare and submit to LDS a petition letter signed by a minimum of 51% of the property owners who have addresses on the street that is the subject of a proposed name change. The letter must include a statement that the property owners agree to pay for new signage associated with the name change. The Road Name Change Petition and Application is in the [LDS Forms and Publications Library](#). Residents will fill out the [Street Name Change Request Smartsheet Form](#) and upload their completed Road Name Change Petition and Application and a plat of all the lots on the street using the form.
- 2) Smartsheet will notify FAC staff that they have received a street name change request in the [Smartsheet Street Name Change Report](#). FAC staff will verify the names of the property owners who have signed the letter are accurate and current via iCare. Progress of the request will be tracked for both the public and county staff in the Report.
- 3) FAC will coordinate with DIT-GIS and the Master Address Repository (MAR) to ensure no duplication of existing street names.

LDS Operating Procedure Street Name Change	Page 1
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Land Development Services (LDS) Fairfax County

- 4) FAC staff will notify the LDS Director's Office administrative staff via email that a petition was received and cc the LDS Director.
- 5) LDS Director's Office administrative staff will notify the Chief Aide for the magisterial district that the petition was received and cc LDSFAC@fairfaxcounty.gov on the email.
- 6) LDS Director's Office administrative staff will prepare and process the Board Item.
- 7) LDS Director's Office administrative staff will receive and process the Board Package once it has been approved.
- 8) After approval of the Board Item the LDS Director's Office administrative staff will send the approved Board Package to FAC to send the new addresses to DIT-GIS and emergency services departments.
- 9) GIS will add the addresses in MAR and will notify FAC when the addresses have been updated.
- 10) FAC staff will email the requestor and cc contactmsmd@fairfaxcounty.gov informing them the Board of Supervisors has approved (or denied) the request. This email will also inform the requestor to request MSMD for sign changes and to send required payments for sign replacement.
- 11) FAC will notify Land Records, Clerk of the Court of the street name change.

References:

- 1) LDS Forms and Publications Library: <https://www.fairfaxcounty.gov/plan2build/forms-publications-library>.
- 2) Street Name Change Request Smartsheet Form: <https://app.smartsheet.com/b/form/a82ba4f0f2df4cf392532f5f39f6651f>.
- 3) Street Name Change Smartsheet Report: <https://app.smartsheet.com/reports/mWfgWm992vPmmPwqfV9FfwGMXX6g3vH4H6wf7Pq1?view=grid>.
- 4) DPWES Street Name Sign Maintenance Form: <https://www.fairfaxcounty.gov/publicworks/street-name-sign-maintenance-form>.

**Land Development Services (LDS)
Fairfax County**

- 5) LDS FAC webpage: <https://www.fairfaxcounty.gov/landdevelopment/facilitation-and-addressing-center>.

Proposed Process for Informing Citizens of the Process for Changing the
Names of Subdivisions

The Office of Public Affairs, in coordination with other County agencies and leadership, will develop a common message communications strategy to educate the community about the Confederate renaming process of subdivisions/communities. The information will be shared through County and district offices communication channels, the media, and through direct public engagement. Communication platforms and resources to be used will include:

- Coordinating virtual Q&A sessions for groups interested in renaming their communities.
- Outreach to homeowner's associations and community organizations via lists from district offices and County agencies.
- Communication toolkit for Board of Supervisors, agency and community newsletters and other communications.
- Social Media (Nextdoor, Facebook, Twitter, and YouTube.)
- 16 Around Fairfax video explaining the process that will also be shared on social media platforms.
- Infographic with links explaining the renaming process.
- Media promotion through press releases and targeted pitches to local reporters who have covered this issue extensively.

Summary of Arlington County's Name Changing Activities

Richmond Highway

The General Assembly, in Chapter 286 of the 1922 Virginia Acts of Assembly, named U.S. Route 1 "the Jefferson Davis Highway".

The Arlington County Board participated in the City of Alexandria's Ad Hoc Advisory Group on Renaming Jefferson Davis Highway in 2017. That Advisory Group recommended the name "Richmond Highway" within the boundaries of the City of Alexandria and the City Council voted on June 23, 2018, to adopt an ordinance changing the name of the road, effective January 1, 2019. Arlington County included language in its 2019 Legislative Package to explore avenues to allow Arlington County to rename the section of Jefferson Davis Highway that runs through the county with the same name adopted by Alexandria.

The Virginia Attorney General's Office stated in an advisory opinion on March 21, 2019, that the Commonwealth Transportation Board (CTB) "may change the name of those portions of Jefferson Davis Highway located in Arlington County, provided that its Board of Supervisors adopts a resolution requesting the renaming."

Arlington engaged residents and businesses along the roadway to inform them of the intent to request the name change to Richmond Highway and held a public hearing on the issue. The Arlington County Board adopted a resolution on April 25, 2019, requesting that the CTB rename Jefferson Davis Highway within the County of Arlington to "Richmond Highway" or in the alternative, "Richmond Boulevard". The CTB renamed the roadway, per Arlington County's request, on May 16, 2019.

Lee Highway

In Summer 2020, the Lee Highway Alliance announced it was beginning a renaming process for Lee Highway (U.S. Route 29). It set up a working group and accepted name suggestions through October. The list of names was narrowed to 20 and a public poll was held from October 23 to November 30. The Group reviewed the results and then approved one preferred name (Mildred & Richard Loving Avenue) and four alternates John M. Langston Boulevard, Ella Baker Boulevard, Dr. Edward T. Morton Avenue, and Main Street. They presented the recommendation to the Arlington County Board on December 15, 2020. Delegate Rip Sullivan introduced legislation (HB 1854) for the 2021 General Assembly session that authorizes the Arlington County Board to name any section of U.S. Route 29 located within the boundaries of the locality. The bill provides that the Department of Transportation will place and maintain appropriate signs that will be paid for by the locality.

Summary of Prince William County's Name Changing Activities

During the past year, the Prince William Board of County Supervisors directed staff to conduct a public information meeting regarding the changing of the name of U. S. Route 1 from Jefferson Davis Highway to Richmond Highway. Subsequently, the Board also held a formal public hearing on the matter and approved a resolution requesting that to the Commonwealth Transportation Board (CTB) change the name. The CTB approved this change in December 2020. Prince William County staff indicated that there was no further discussion about what other new names for U.S. Route 1 would be, since the roadway is already called Richmond Highway in Fairfax County. U.S. Route 1 in Prince William County is approximately 12.3 miles.

Prince William County staff estimate that more than 900 businesses will be affected by the name change, and outreach to stakeholders is continuing. It is estimated at that cost of changing street and overhead signs will be between \$400,000 and \$500,000, and Prince William County staff has recommended that the Board allocate more than \$3 million for business assistance to reflect the change. This figure is based on a survey of businesses along the roadway.

As part of the outreach effort associated with the name change, Prince William County staff have also identified code and other compliance issues that need to be addressed.

The Prince William Board of County Supervisors has not discussed changing the name of Lee Highway (U. S. Route 29).

Summary of Loudoun County's Name Changing Activities

On September 15, 2020, the Loudoun County Board of Supervisors directed staff to create a scope of work for the inventory of roads, signs, buildings, and other public infrastructure named after and honoring Confederate and segregationist figures. Staff presented the scope of work for this inventory to the Loudoun County Board of Supervisors on December 15, 2020. The scope includes a public information campaign and public submission tool used to suggest landmarks that need to be renamed and identified June 2021 as the anticipated completion date. The Board voted to approve the scope of work.

Also, on December 15, 2020, a subsequent motion was approved by the Board to initiate the process to rename Route 7 (Harry Byrd Highway) and Route 50 (Mosby Highway) within Loudoun County, and asked staff to attempt to coordinate names for these two roads across the County line with Fairfax County. Staff was asked to report back to the Board with outreach process and associated costs of this effort by June 2021. Recent coordination with Loudoun County staff is developing the outreach strategy and draft process for the renaming of Route 50 and Route 7 that will likely include:

- Public input
- Sign inventory
- Structural analyses/preliminary engineering for larger signs
- Cost estimate for consultant services and materials costs

Summary of the City of Alexandria's Name Changing Activities

In September 2015, Alexandria City Council unanimously passed a resolution establishing an Ad Hoc Advisory Group on Confederate Memorials and Street Names. The resolution directed the City Manager to appoint the seven members of the Advisory Group consisting of representatives from the Planning Commission, the Historic Alexandria Resources Commission, the Transportation Commission, the Human Rights Commission, the Society for the Preservation of Black Heritage and two at-large positions for which the City solicited applicants. The group was asked to develop recommendations on actions, if any, that it believes City Council should consider with respect to:

- the status of the *Appomattox* statue on South Washington Street owned by the United Daughters of the Confederacy
- the name of Jefferson Davis Highway in the City of Alexandria
- the names of the many streets within the City that are named after Confederate generals and military leaders
- a specific policy on flying of any flags on property owned or under the control of the City* -

*In September 2015, City Council voted unanimously to prohibit the flying of the Confederate flag on City property on Robert E. Lee's Birthday and on Confederate Memorial Day.

The Advisory Group was established September 2015; Their final report was submitted August 2016.

In September 2016, the City Council took the following actions:

- directed the City Manager to begin the process of renaming Jefferson Davis Highway in Alexandria, by creating a robust community engagement process.
- decided not to act on any other street names, agreeing with the Advisory Group that individual requests for street name changes should be considered if brought by residents under existing processes.
- directed staff to initiate a discussion with the United Daughters of the Confederacy (UDC), which owns *Appomattox*, regarding the possibility of moving the statue from the middle of the street to the edge, on the lawn of The Lyceum. UDC removed *Appomattox* in June 2020.

In 2017, the City Manager announced an Ad Hoc Advisory Group on Renaming Jefferson Davis Highway, to solicit public feedback and consider potential new names. The group included: two members from Alexandria and two members from Arlington.

In August 2017, the Advisory Group launched an online survey and scheduled two public hearings to solicit potential new names for renaming Jefferson Davis Highway.

In October 2017, the Advisory Group unanimously recommended renaming Jefferson Davis Highway to Richmond Highway.

In June 2018, the Alexandria City Council voted 6-0 to approve an ordinance renaming Jefferson Davis Highway to Richmond Highway in Alexandria, effective January 1, 2019.

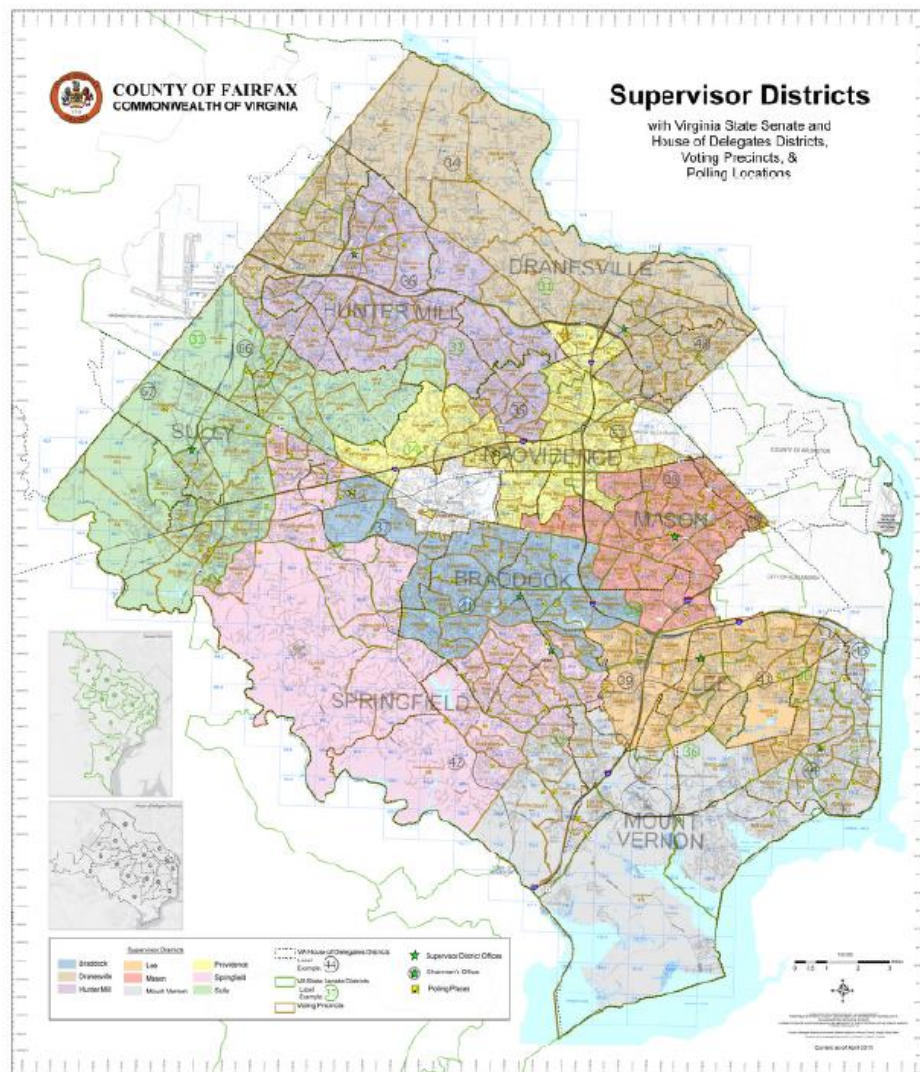
Attachment IX

Summary of the City of Fairfax's Name Changing Activities

The City of Fairfax has begun a community dialogue on racial issues that include a discussion about Confederate names.

Fairfax County staff is seeking additional information from City of Fairfax staff regarding this effort.

The History of the Naming and Redistricting of Fairfax County's Magisterial Districts: A Brief Report



Prepared by Chris Barbuschak

Virginia Room, Fairfax County Public Library

June 2020

A Timeline of the Naming and Redistricting of Fairfax County's Magisterial Districts

July 1869: Virginia voters ratify the Underwood Constitution which requires each county to divide into townships and establish a board of supervisors as the chief administrative agency.

April 1870: The Virginia General Assembly approves an act to divide counties into townships. A group of appointed commissioners divide Fairfax County into six townships: Centreville, Dranesville, Falls Church, Lee, Mount Vernon and Providence. No records have surfaced documenting why the commissioners selected these names.

January 1873: The Virginia General Assembly enforces an act to re-divide Fairfax County into three townships. In March, three appointed commissioners select the names Stonewall, Lee, and Mount Vernon for the new townships. The new boundaries were never implemented.

November 1874: Virginia voters ratify an amendment to the Underwood Constitution that require each county be divided into magisterial districts. In Fairfax County, the original six townships are converted into magisterial districts.

March 1951: After receiving several redistricting petitions from Fairfax County citizens, Circuit Judge Paul Brown orders Fairfax County's first redistricting since the establishment of the six magisterial districts in 1874. Judge Brown appoints a redistricting committee to determine the number of districts and their boundaries.

August 1953: The Board of Supervisors retains the six original districts and adds a seventh to prevent tie voting amongst the supervisors. The 1951 court-appointed redistricting committee names it Mason District in honor of George Mason, the author of the Bill of Rights.

May 1965: The Voting Rights Act of 1965 is passed by Congress which prohibits racial discrimination in voting. This includes the elimination of redistricting plans that are discriminatory. Under this Act, Fairfax County may not implement a redistricting plan unless it is precleared by the U.S. Justice Department or District Court.

November 1966: Fairfax County residents vote to adopt the urban county form of government which requires the Board of Supervisors to divide Fairfax County into 5 to 11 equally populated districts by February 7, 1967.

February 1967: The Board of Supervisors creates eight equally populated districts. They retain the names of five of the original districts. Falls Church District is abolished and divided between Mason, Providence, and the newly named Annandale District. Springfield District is also created. The newly named districts are named after the communities they will serve.

March 1971: As required by federal law, following the 1970 census the Board reapportions the eight districts to make them more equal in population. The names and number of districts remain the same.

January 1975: The Board approves another redistricting plan. Rapid growth occurring in Fairfax County since the 1970 census drove the Board to unanimously vote to redistrict again in October 1973. The names and number of districts remain the same.

1981: Following the 1980 census, the Board reapportions the eight districts to make them more equal in population. The names and number of districts remain the same.

1991: The results of the 1990 census require the creation of a ninth district entitled Sully, named after Sully Historic Site. Annandale District is renamed Braddock District after Braddock Road which traverses through the middle of the district.

December 1992: The U.S. Justice Department approves renaming Centreville District as Hunter Mill District. The confusion amongst Centreville area residents being told they were not living in Centreville District lead to community activism in the mid-1980s to have the district renamed. Robert B. Dix Jr. won the Centreville District supervisor election in 1991 after campaigning to rename the district by the end of his first year in office. An eight-member task force select the name Hunter Mill, a 19th century flour mill that once operated in the area.

2001: Following the 2000 census, the Board reapportions the nine districts to make them more equal in population. The names and number of districts remain the same.

June 2011: Following the 2010 census, the U.S. Justice Department approves Fairfax County's redistricting plan which had been approved by the Board on April 26, 2011. It cements the magisterial district's boundaries for the next decade. The names and number of districts remain the same.

June 2020: The 2020 census is underway. A redistricting in 2021 is anticipated. Fairfax County presently has nine districts: Braddock, Dranesville, Hunter Mill, Lee, Mason, Mount Vernon, Providence, Springfield, and Sully.

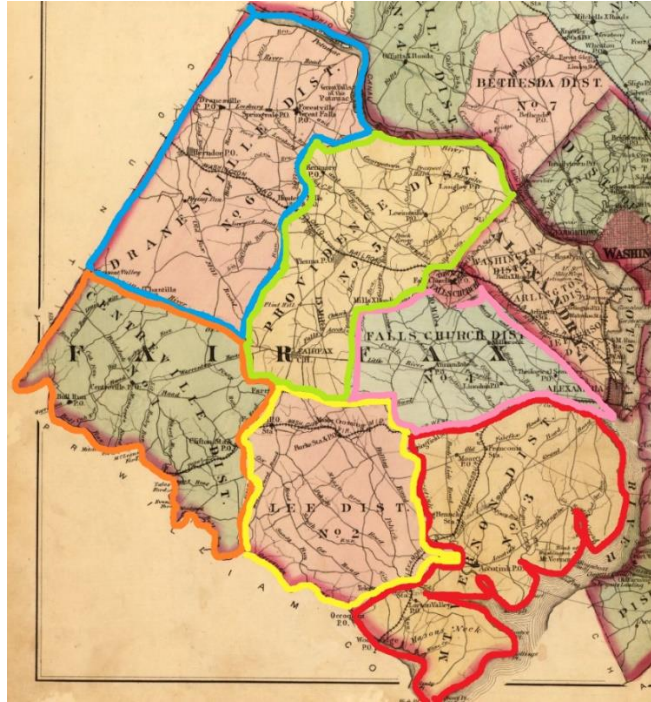


Figure 1: Fairfax County’s six original magisterial districts as mapped on the 1878 Hopkins Atlas

Origins of the Six Magisterial Districts

Following the Civil War, an assembly of delegates known as the Underwood Convention, named after the body’s president Judge John C. Underwood, met in Richmond, Virginia from December 3, 1867 to April 17, 1868, to establish a new state constitution. The convention approved the new constitution on April 17, 1868, and it was ratified by Virginia voters on July 6, 1869.¹

The Underwood Constitution required that all Virginia counties establish no less than three townships and a board of supervisors as the chief administrative agency. On April 2, 1870, the Virginia General Assembly approved “an act to provide for the dividing the several counties of this state into townships”.² Consequently, Virginia Governor Gilbert Carlton Walker appointed five Fairfax County citizens, O.W. Hunt, John Powell, Walter Powell, Warrington Gillingham, and R.L. Nevitt as commissioners to divide Fairfax County into townships. They completed this task on April 22, 1870.³

They divided Fairfax County into six townships: Centreville, Dranesville, Falls Church, Lee, Mount Vernon and Providence.⁴ There are no surviving records documenting the name selection process.

¹ Library of Virginia. “Constitutional Convention.” *Virginia Memory*, www.virginiamemory.com/online-exhibitions/exhibits/show/remaking-virginia/voting/constitutional-convention. Accessed June 24, 2020.

² Virginia., Virginia. General Assembly. *Acts and Joint Resolutions Passed by the General Assembly of the State of Virginia at its Session of 1872-1873*. Richmond: 1873, 21.

³ Fairfax County Deed Book L-4, Pages 326-329.

⁴ “Local News”. *Alexandria Gazette*, April 25, 1870, 3.

All but Lee District appear to have been named after geographical locations within their districts. It is not conclusive as to whom Lee District was named for. Sixty-six years after the creation of the townships, a February 27th, 1936, *Herndon News-Observer* article provides a possible answer stating, "When the county was organized one of the six units was Lee District, which was named for a famous family of Virginia, the Lees".⁵ The Lee family had a presence in Fairfax County since the 17th century.

On January 16, 1873, the Virginia General Assembly enforced an act to re-divide Fairfax County into three and not more than four townships which was to take effect on July 1, 1873.⁶ The Act required Gov. Walker to appoint three male citizens of the county to carry this out. He selected John Powell, Walter Powell, and John H. Chichester. The three men re-divided the county into three townships named Stonewall, Lee, and Mount Vernon and had the redivision recorded in the Clerk's Office of the County Court of Fairfax County on March 1, 1873.⁷

On March 31, 1873, the General Assembly amended their act of January 16, 1873, calling for a public vote to be taken on the matter of redivision in May 1873 before the new townships were implemented. If redivision was approved by the county's voters, the Stonewall, Lee and Mount Vernon townships would take effect on July 1, 1874. If most voters were against redivision, the act became void and the six original townships remained.⁸ It is unknown if the vote was ever carried out, however the re-dividing and creation of the three townships was never implemented.

On November 3, 1874, Virginia voters ratified amendments to the 1870 Underwood Constitution which included the elimination of county townships. In place of townships each county was to be divided into no less than three magisterial districts. Each district would elect a supervisor, constable, overseer of the poor and three magistrates all of whom would have two-year terms.⁹ Fairfax County chose to retain the original names of the six townships for the new magisterial districts.

⁵ "Historical Facts of Lee District". *Herndon News-Observer*, February 27, 1936, 8.

⁶ Virginia., Virginia. General Assembly. *Acts and Joint Resolutions Passed by the General Assembly of the State of Virginia at its Session of 1872-1873*. Richmond: 1873, 20-21.

⁷ Fairfax County Deed Book P-4, Pages 255-258.

⁸ Virginia., Virginia. General Assembly. *Acts and Joint Resolutions Passed by the General Assembly of the State of Virginia at its Session of 1872-1873*. Richmond: 1873, 298-299.

⁹ "The Constitutional Amendments". *The Alexandria Gazette*, October 22, 1874, 2.



Figure 2: Map of the newly added Mason District. *The Washington Post*, February 20, 1953

Addition of a Seventh District named “Mason”

Beginning in the 1940s, a movement to redistrict Fairfax County’s magisterial districts for the first time since their creation gained momentum. On November 17, 1949, the Fairfax County Federation of Citizens Associations voted to enlist public support in a push to redistrict Fairfax County into seven magisterial districts to ensure equal representation on the Board of Supervisors.¹⁰

The redistricting issue remained unresolved after Fairfax County voters chose the county executive form of government over a county manager plan in a referendum on November 7, 1950. In what had been a bitter campaign, the outcome of the referendum drove proponents of the county manager plan to increase their efforts to move for a redistricting plan to resolve the county’s inequalities in representation.¹¹

The law required that the motion to redistrict the county had to come from citizens in the form of a petition signed by fifty qualified voters and submitted to the judge of the Circuit Court. Upon receiving the petition, it was up to the judge’s discretion on moving forward with redistricting.

¹⁰ “Fairfax Group Seeks Support in Drive for County Redistricting”. *The Evening Star (Washington, D.C.)*, November 18, 1949, B1.

¹¹ Birchfield, James. “Fairfax Redistricting: Voters Expressed Desire to Continue Present Method of Electing Supervisors”. *The Evening Star (Washington, D.C.)*, November 12, 1950, C2.

After the November 1950 election, the Fairfax County Federation of Citizens immediately set out to drum up support for a signed petition advocating redistricting. By January 1951, they had drafted their own redistricting plan featuring an odd number of magisterial districts to prevent tie votes by the Board of Supervisors.¹²

On March 9th, 1951, after receiving several redistricting petitions, Circuit Judge Paul Brown ordered the first redistricting of Fairfax County's magisterial districts since their establishment in 1874.¹³ The petitions had asked for an odd number of districts to be implemented.¹⁴ Judge Brown issued a court order approving the creation of a seven-member redistricting committee chaired by State Senator John W. Rust, "to effect a realignment of existing district boundaries".¹⁵

Two years later, on August 31, 1953, Fairfax County added a seventh magisterial district increasing the number of Board of Supervisors to seven. The intent of this seventh district was to give the county an odd number of Board members which would deter the possibility of tie voting.

The court-appointed redistricting committee chose to name the new district Mason. In their report to the Circuit Court, the committee explained they chose the name Mason "in honor of that illustrious citizen of Fairfax County, George Mason, of Gunston Hall, who was the author of the Bill of Rights, one of the greatest documents ever penned by the hand of man".¹⁶ Mason District was carved out of Lee and Falls Church districts. Consequently, its creation made it necessary to rearrange the boundaries of all six existing districts and a change of voting precinct boundaries.¹⁷

¹² "Fairfax Citizens Draft Plan for Redistricting". *The Evening Star (Washington, D.C.)*, January 21, 1951, B1.

¹³ "First Fairfax Redistricting Since 1874 Set". *The Evening Star (Washington, D.C.)*, March 10, 1951, A21.

¹⁴ "Redistricting Ordered in Fairfax County". *The Evening Star (Washington, D.C.)*, March 9, 1951, A2.

¹⁵ "Fairfax Gets 7th Supervisor". *The Washington Post*, September 1, 1953, 19.

¹⁶ *Ibid.*

¹⁷ *Ibid.*

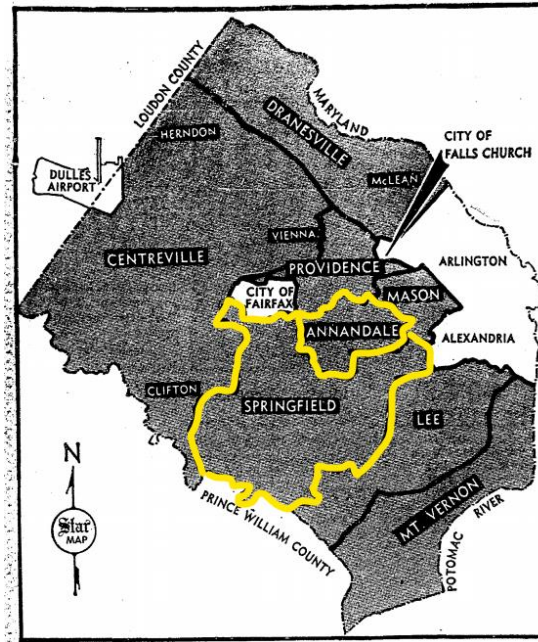


Figure 3: Map showing the newly named Annandale District and addition of Springfield District. *Evening Star*, February 5, 1967

Addition of an Eighth District named “Springfield” and Falls Church District is Replaced with “Annandale”

On November 8th, 1966, Fairfax County residents voted to adopt the urban county form of government. A major land use scandal in 1966 instigated this change which ended with the imprisonment of Board members and other county officials. The adoption of the urban county government required that the Board divide Fairfax County into five to eleven equally populated districts by February 7, 1967.¹⁸

The Fairfax County Federation of Citizens recommended to the Board that the concept of “community of interest” should be used to establish the new districts. The Federation did not want communities like Vienna, Annandale, or Springfield to be fragmented between districts.¹⁹

On February 6, 1967, after a 2 ½ hour public hearing and thirty minutes of discussion, the Board unanimously adopted new magisterial district boundaries for the county.²⁰ Evidently, the Board heeded the advice of the Federation. They abolished Falls Church District and divided it between Mason, Providence, and the newly named Annandale District. The creation of Annandale District consolidated the community of Annandale into one district.

Additionally, the Board carved out and created a new Springfield District, named for the Springfield community. This was the first time in Fairfax County’s history that elected officials undertook the redistricting process. Previous redistricting had always been accomplished by a redistricting commission appointed by the Fairfax County Circuit Court.

¹⁸ Yenckel, James T. “Fairfax County Redistricting To Be Aired at Dec. 14 Hearing”. *The Washington Post*, November 17, 1966, B7.

¹⁹ Ibid.

²⁰ “Springfield Is a District”. *The Springfield Independent*, February 9, 1967, 1.

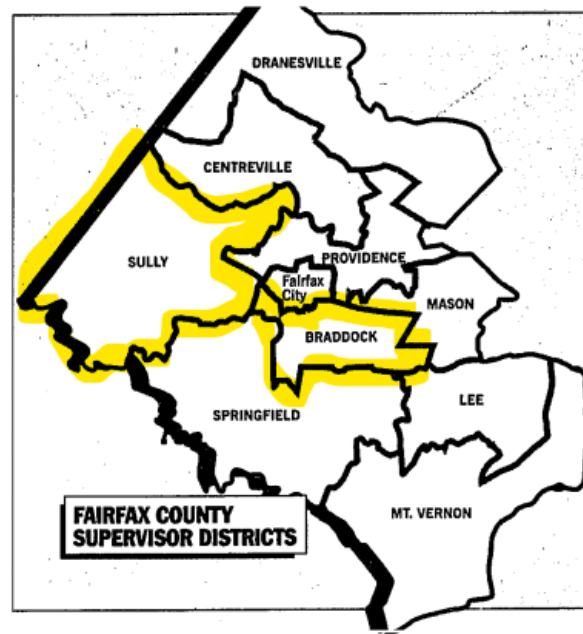


Figure 4: Map of the newly created Sully District and renamed Braddock District, *Washington Post*, October 24, 1991

Addition of a Ninth District named “Sully” and Annandale District is Renamed “Braddock”

The results of the 1990 census lead to the Board of Supervisors redrawing the boundaries of the magisterial districts, which they were required to do so by federal law to guarantee that all of its citizens had equal representation.²¹ Redistricting had also occurred in 1971, 1975 and 1981, however the number of districts and names remained the same throughout that time.

The 1990 census revealed that the population of western Fairfax County had dramatically increased, which required the creation of a ninth district. The Board voted in May 1991 to add an unnamed ninth magisterial district, however the Fairfax County branch of the NAACP filed a complaint that the redistricting plan diluted the voting power of minorities in the county. The Justice Department rejected the NAACP’s argument and approved the redistricting plan on July 24, 1991.²²

The new ninth district was called Sully, named after Sully Historic Site in Chantilly. Sully District was carved out of Centreville District. During the 1991 redistricting process, Annandale District was renamed Braddock District after the main arterial, Braddock Road, which crossed through the middle of that district.²³

²¹ Anderson, John Ward. “NAACP Targets Fairfax Redistricting: Group Says Plan Dilutes Minority Votes, Asks U.S. to Reject It”. *The Washington Post*, June 19, 1991, C4.

²² Baker, Peter. “Justice Department Backs Fairfax County’s Redistricting Plan”. *The Washington Post*, July 25, 1991, C4.

²³ Bulova, Sharon. “Welcome to the Braddock District of Fairfax County, Virginia”. June 1994, 2.

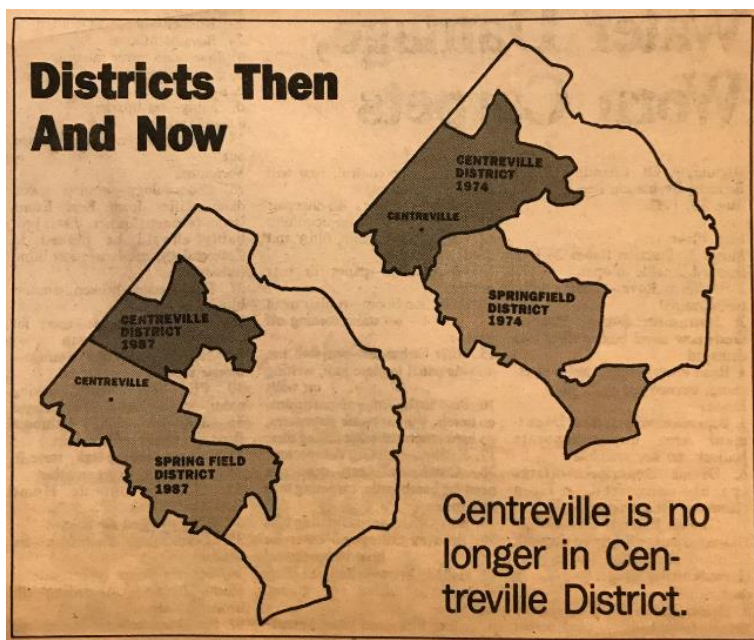


Figure 5: By 1987, Centreville was no longer included in the Centreville District but rather Springfield District. This caused much confusion among its residents, prompting its eventual renaming. *Centre View* August 1987

Centreville District is Renamed “Hunter Mill”

By 1973, Centreville’s population had swelled to the point where it needed redistricting again. Even though only two years had passed since the 1971 redistricting based on the 1970 census results, the Board unanimously voted to redistrict for a second time in October 1973 to remedy the sudden discrepancy in the sizes of the districts. While federal law requires Fairfax County to realign its districts based on population after every census, it is allowed to redraw districts once during the ten-year intervals between censuses.²⁴

The Board considered five separate redistricting plans all of which called for slicing up Centreville District. Ultimately, the Board voted on January 4, 1975, to cut Centreville District in half.²⁵ They shifted Centreville District north of Centreville to include Reston and Vienna. The Centreville area itself was pushed west into Springfield District.²⁶ A 1981 redistricting pushed other areas of Centreville into Providence District. After a 1991 redistricting, some Centreville residents found themselves placed in Sully District.

Much confusion occurred amongst Centreville’s populace about no longer being located in Centreville District. Residents would call in and send Centreville area complaints to the wrong supervisors causing much irritation. By 1986, the community wanted the issue resolved. John Litzengerger, president of the West Fairfax County Citizen Association wrote a letter to Board Chairman John F. Herrity pleading to rename Centreville District. In an interview with the

²⁴ Bredemeir, Kenneth. “Fairfax Sets Redistricting By 6-2 Vote”. *The Washington Post*, April 1, 1971, B1.

²⁵ Nunnes, Donald. “Fairfax Votes Area Change in Districts”. *The Washington Post*, January 5, 1975, K1.

²⁶ Arvantes, James. “District Name Causes Confusion”. *Centre View*, August 1987.

community's newspaper *Centre View*, Litzenberger expressed hope that the Board would do what every Centreville resident desired: "The overwhelming majority of us want Centreville to have its own district".²⁷ There was hope that the 1990 census would lead to the district's renaming during the 1991 redistricting process, but the Board disregarded the issue.

While campaigning for Centreville District supervisor in 1991, Robert B. Dix Jr. vowed to rename Centreville District by the end of his first year in office. "A lot of community leaders felt that this area was not being served in the sense of a having a... name that was connected to the community," said Tom Julia, an aide to Dix.²⁸ After Dix won the election, an eight-member task force formed to consider more than 85 nominations for a new name for the district. They decided on Hunter Mill, a 19th century flour mill once operated by a family of Scots along the Snakeden Branch creek. The Board approved the new name in October 1992, but the change was not made official until December 1992 following approval from the U.S. Justice Department as required by the Voting Rights Act of 1965.²⁹

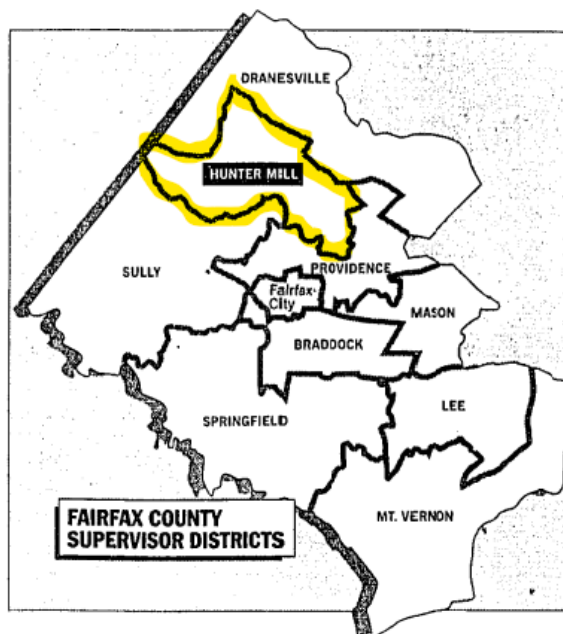


Figure 6: Map of the newly created Hunter Mill District. As of June 2020, these are the present names of Fairfax County's magisterial districts. *Washington Post*, January 14, 1993

²⁷ Allen, Rick. "District Renamed Hunter Mill". *The Washington Post*, January 14, 1993, Va. 3.

²⁸ Ibid.

²⁹ Ibid.

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Policy 304	Title: Naming of Parks and Facilities	
Date Approved: 1/24/2018	Last reviewed: 6/26/2013	
Objective: <u>Planning and Development</u>		
Plan and develop a balanced park system that provides for the stewardship of significant natural and cultural resources and provides a variety of park facilities and amenities to meet the diverse leisure and recreation needs of current and future Fairfax County residents, workforce, and visitors.		

Purpose: This policy provides guidance and direction in naming and/or renaming Fairfax County Park Authority parks, facilities, or resource management areas.

Policy Statement: Generally, parks are named in accordance with geographical, historical or ecological features indigenous to the park site or to the immediate vicinity of the site. Preliminary park names are designated at the time of acquisition by staff unless the name is specifically designated in the deed or as a specific condition of a contract or donation. Park names are finalized through the park master plan process which includes community input. The Park Authority Board approves the naming of all parks and facilities.

Initial naming of parks, facilities, or resource management areas:

Parks, facilities, or resource management areas shall not be named after someone still holding an elected or appointed office or for persons working for the county. They may be named for an individual, family, or combination of family names, living or deceased under the following conditions and will be reviewed on a case by case basis:

1. The entity has made a significant gift of land to the Authority; or
2. Is memorialized for a significant contribution to the Fairfax County park system; or
3. Has made a significant contribution to the protection of natural, cultural, or horticultural resources of the Fairfax County park system; or
4. Has substantially contributed to the advancement of commensurate types of recreational opportunities within the Fairfax County park system; or
5. Has made a significant contribution to the betterment of a specific park; or

Policy 304 Naming of Parks and Facilities (continued)

6. Has made significant contributions to Fairfax County toward the betterment of the county and the park system.

Renaming of parks, facilities, or resource management areas:

In order to respect the historical tradition, community values, and lessen confusion, renaming of parks and facilities is strongly discouraged. Existing park and facilities names shall not be subject to change unless, after a thorough investigation and review, the proposed name is found to be more appropriate than the existing name and does not diminish the original name or discount the value of the prior contributors. Any action to change the name of an existing park or facility shall follow the same conditions as above.

Temporary naming rights for parks, buildings, or facilities may be conferred as a part of a sponsorship or partnership agreement. Conditions under which temporary naming rights may be assigned are governed by the Sponsorship Policy.

The Park Authority Board has the authority to rescind the naming of a park or facility without prejudice.

Policy 8170.7
School Board**FACILITIES Facilities Planning Naming School Facilities and Dedicating Areas of School Facilities or Grounds**

This policy supersedes Policy 8170.6.

I. PURPOSE

To establish guidelines for the naming of school facilities and the permanent dedication or naming of areas of school facilities or grounds to honor individuals or for assigning naming rights for portions of school facilities in order to recognize private or corporate entities that make a significant contribution to benefit Fairfax County Public Schools.

II. SUMMARY OF CHANGES SINCE LAST PUBLICATION

Section III and Section IV have been rewritten for clarity.

III. RESPONSIBILITY OF THE SCHOOL BOARD

It shall be the responsibility of the School Board to select names for all school facilities and to authorize the permanent dedication or naming of areas of school facilities or grounds to honor individuals. In fulfilling this responsibility, the School Board shall make every effort to respect the preference of the community; however, final decisions on the naming of school facilities and the dedicating of areas of school facilities or grounds shall rest entirely with the School Board. School names will reflect an inclusive, respectful learning environment as outlined in our adopted One Fairfax Policy.

The School Board shall also have the responsibility to authorize naming rights for portions of school facilities in order to provide recognition for private or corporate entities that make a significant contribution to benefit Fairfax County Public Schools.

IV. GUIDELINES FOR SCHOOL FACILITIES

The School Board member(s) representing the area in which a new school facility is located are encouraged to solicit suggestions for names from members of the community. A process and set of guidelines for soliciting community input are specified in the current version of Regulation 8170, Procedures for Naming School Facilities and Dedicating Areas of School Facilities or Grounds. As appropriate, the School Board member(s) may submit a recommended name or several names to the School Board for consideration.

The School Board acknowledges that the community may want to recognize exceptional contributions to a school or the school division, including financial contributions, by providing for the permanent dedication or naming of appropriate areas of a school facility (library or media center, commons area, gymnasium, etc.) or school grounds (field, courtyard, etc.) in honor of individuals and private or corporate entities making such exceptional or outstanding contributions. Names of deceased or retired individuals who have made such exceptional or outstanding contributions may be proposed. Names of persons actively serving Fairfax County Public Schools shall not be considered.

When a school facility is recast and used for a new purpose or function, the School Board may rename that facility.

The School Board may also consider a change in the name of an existing school or facility to ensure an inclusive, respectful learning environment as outlined in our adopted One Fairfax Policy or when the Board deems it appropriate.

A process along with a set of guidelines for renaming a school or facility is outlined in the current version of Regulation 8170, Procedures for Naming School Facilities and Dedicating Areas of School Facilities or Grounds.

The guidelines will include:

A school renaming request will be initiated through a Board Forum Topic by at least one magisterial School Board Member representing students attending that facility, and one AtLarge School Board Member.

If the Board decides to consider a school name change, there will be a one month period of public comment between the School Board's New Business and Final Action (Action Item) on the proposed name change. This public comment process will include a community meeting, a public hearing, and electronic/mailed submissions.

During this initial comment period, community members will be encouraged to submit renaming suggestions to the School Board to help facilitate the final selection of a name, should the renaming decision take effect.

If the School Board votes in support of a school name change, there will be a one month period of public comment between the School Board's New Business and Final Action (Action Item) for selecting the new school name. This public comment process will include a community meeting, a public hearing, and electronic/mailed submissions.

The Superintendent will review the community input regarding suggested names and provide a recommendation to the School Board for its consideration and action.

It is the responsibility of the School Board Chairman to schedule the dates to receive recommendations from the community and to take action on the renaming of a school facility.

V. THE SALE OF NAMING RIGHTS

Revenue from a naming rights contract will be allocated to a Facilities fund for the maintenance and enhancement of school facilities. Disbursement of these funds will be approved by the School Board.

All naming must be compatible with the mission of Fairfax County Public Schools. Signage shall not overly commercialize the educational environment and shall be sensitive to the design standards, facility aesthetics, and student and visitor experience in the setting in which it is placed.

- Naming rights provided by FCPS that recognize financial contributions shall be commensurate with the value of the contribution received. The naming of a school facility or school grounds in recognition of a financial contribution cannot be made conditional on revenue outcomes for the individual, or private or corporate entity making the contribution.
- Naming or dedication of a school facility or school grounds to recognize financial contributions does not imply endorsement of the contributor by FCPS or the School Board.

A naming rights agreement shall not confer on any entity an enforceable right, entitlement, or other interest of any sort relating to the use, possession, or control of any School Board assets.

A naming rights agreement shall not confer on any entity the power to direct or control management and operation of any School Board, FCPS facility, or program.

The Superintendent, or designee, retains final approval over the placement, content, appearance, and wording of all signage. Exterior signage shall be limited to the extent practicable so that sign location, size, and lighting are not visible from adjacent residential properties, public rights of way, or as may otherwise be permitted by County regulation. Where applicable, such signage may require a sign permit in accordance with the County's Zoning Ordinance.

The School Board reserves the right to terminate an existing naming rights agreement should conditions arise during the term of the naming rights agreement that result in it conflicting with this policy or if the naming rights agreement is no longer in the best interest of Fairfax County Public Schools. A decision to terminate shall be made by the School Board in consultation with Division Counsel.

The School Board authorizes the Division to negotiate the initial terms and conditions of all contracts associated with naming rights, including financial terms. All contracts shall be

reviewed by the Office of Procurement Services and Division Counsel. Contracts for naming rights shall be subject to final approval by the School Board.

Contracts for naming rights shall be valid for an initial term of five (5) years, unless otherwise approved by the School Board.

Legal Authority: Code of Virginia, 22.1-89.4

See also the current version of:

Regulation 8170, Procedures for Naming School Facilities and Dedicating Areas of School Facilities or Grounds

Policy adopted: February 26, 1987

Corrected: November 1, 1993

Revised: May 14, 2004

Reviewed: July 14, 2008

Revised: November 17, 2008 Reviewed:

February 6, 2014

Revised: December 17, 2015

Revised: June 8, 2017

Revised: October 10, 2019

FAIRFAX COUNTY SCHOOL BOARD

Regulation 8170.8
Facilities and Transportation
Services
Facilities Planning
Effective 02/05/2020

FACILITIES Facilities Planning Procedures for Naming School Facilities and Dedicating Areas of School Facilities or Grounds

This regulation supersedes Regulation 8170.7

I. PURPOSE

To provide procedures for naming and renaming school facilities and for dedicating areas of school facilities or grounds.

II. SUMMARY OF CHANGES SINCE LAST PUBLICATION

A. Section III and IV have been rewritten in their entirety to align with process.

III. NAMING NEW SCHOOL FACILITIES

- A. It is the prerogative and responsibility of the School Board to name new schools. In preparation for School Board action, the region assistant superintendent shall work with the appropriate School Board member(s) to elicit community preferences and to establish procedures for reviewing community input.
- B. After the attendance area for a new school has been established and the principal has been appointed, the region assistant superintendent, working with the principal and the School Board member(s) representing the area in which the new school is located, will initiate a one-month public comment period to suggest names for the new school. Public comment will include electronic or mailed submissions for the new name and a community meeting. A public hearing before the School Board will also be scheduled. Notice of the public comment period, including a community meeting and a public hearing, shall be provided to affected parents at least two weeks prior to any meeting date. Staff will compile, review, and submit feedback to the School Board and the Superintendent.
- C. After review of the community's recommendations derived from the process, the Division Superintendent will formulate a recommendation consisting of one or more of the most popular choices according to community input. The Division Superintendent shall then transmit the recommendation to the School Board for consideration and action.
- D. A one-month period of public comment will follow New Business. The region assistant superintendent and School Board member representing the area in which the new

school is located will initiate the public comment process. Public comment will include electronic or mailed submissions and a community meeting about the recommendations. A public hearing before the School Board will be scheduled. Notice of the public comment period, including a community meeting and the public hearing, shall be provided to affected parents at least two weeks prior to any meeting date. Staff will compile, review, and submit feedback to the School Board and the Superintendent. The School Board will take action at a regular business meeting.

- E. The School Board may, from time to time, establish criteria or appropriate categories for names that will be considered for new or existing school facilities.

Suggested criteria to be used in making recommendations are as follows:

1. Consistency with other school names at the elementary, middle, or high school level, as appropriate. In general, elementary schools and high schools have geographic or historical names; middle schools are named for famous American writers.
 2. A preference for names reflecting geographic and historical features of an area.
 3. The avoidance of names that could cause confusion with other schools in Fairfax County and/or with schools in adjoining jurisdictions and other areas of Virginia.
- F. It is the responsibility of the School Board chairman to schedule the dates to receive recommendations for information and to take action on the naming of a new school facility.
 - G. The timetable for the process of naming a new school facility shall be as follows:
 1. The process begins when the appropriate School Board member(s), the appropriate region assistant superintendent, and the appointed principal establish a date for public comment to commence.
 2. The deadline for the Division Superintendent to submit a formal recommendation to the School Board shall be three weeks prior to the date scheduled for School Board action.

The process should be completed in ample time to permit the principal to purchase equipment and materials that require a school name (that is, approximately three months before the planned opening of the school).

IV. RENAMING EXISITING SCHOOL FACILITIES

- A. It shall be the responsibility of the School Board to select names for all schools and school facilities. The School Board may rename a school or school facility upon determination that it is appropriate to do so. Such an action will be initiated through a Board forum topic by at least one magisterial School Board member representing

students attending that facility and one at-large School Board member. A vote will be taken by the Board, through its regular meeting agenda process, to proceed with the name change request.

- B. There will be a one month period of public comment, between New Business and Final Action (Action Item) of the School Board to proceed with the name change request. The region assistant superintendent and School Board member(s) representing the area in which the school is located will initiate the public comment process. Public comment will include electronic or mailed submissions and a community meeting to collect comment on changing the name of the school and new name suggestions. A public hearing before the School Board will be scheduled. Notice of the of the public comment period, including a community meeting and public hearing, shall be provided to affected parents at least two weeks prior to any meeting date. Staff will compile, review, and submit feedback to the School Board and the Superintendent. School Board will take action at a regular business meeting.
- C. Once the School Board takes action to change the name of a school, the Superintendent will formulate recommendations to the School Board for its consideration and action based on community input on a new name for the school. The recommendations will be presented as New Business at a regular business meeting.
- D. There will be a one-month period of public comment between New Business and Final Action. The region assistant superintendent and the School Board member(s) representing the area in which the school is located, will initiate the process for the public comment period. Public comment will include electronic or mailed submissions and a community meeting to collect feedback on the recommendations. A public hearing before the School Board will be scheduled. Notice of the public comment period, including a community meeting and public hearing, shall be provided to affected parents at least two weeks prior to any meeting date. Staff will compile, review, and submit feedback to the School Board and the Superintendent.
- E. The School Board may, from time to time, establish criteria or appropriate categories for names that will be considered for new or existing school facilities.

Suggested criteria to be used in making recommendations are as follows:

1. Consistency with other school names at the elementary, middle, or high school level, as appropriate. In general, elementary schools and high schools have geographic or historical names; middle schools are named for famous American writers.
2. A preference for names reflecting geographic and historical features of an area.
3. The avoidance of names that could cause confusion with other schools in Fairfax County and/or with schools in adjoining jurisdictions and other areas of Virginia.

- F. It is the responsibility of the School Board chairman to schedule the dates to receive recommendation for information and to take action on the renaming of a school facility.
- G. The timetable for the process of renaming and existing school facility shall be as follows:
 - 1. The process should be completed in ample time to permit the principal to purchase equipment and materials that are required in the renaming of a school (that is, approximately three months before the following school year begins).

V. RENAMING NON-SCHOOL FACILITIES

- A. The School Board may rename a non-school facility for a variety of reasons, including its use for a new purpose or the desire to recognize an individual's contributions to FCPS. Recommendations from staff members and/or community members may be forwarded to the chairman of the School Board, in written form, at any time after the facility has discontinued operating as a school. The deadline for submitting such written recommendations shall be three weeks prior to the date scheduled for School Board action on the renaming of the facility.
- B. Recommendations for renaming should consider the new use of the facility and/or the possibility of honoring a specific individual who is no longer an active employee and who has contributed greatly to the effectiveness of the school system.
- C. School system staff members shall inform the local community of the proposed change of facility use and/or name and provide adequate time for comments.
- D. The final action of the School Board shall be in the form of a resolution renaming the facility.

VI. DEDICATING AREAS OF SCHOOL FACILITIES OR GROUNDS

Exceptional contributions to a school or to the school division may be recognized by naming an appropriate area of a school facility or school grounds in honor of an individual not actively serving Fairfax County Public Schools (FCPS). Groups wanting to initiate such an action should use the following procedures:

- A. Begin by contacting the School Board member in whose district the school or facility is located for support of the naming or dedication.
- B. Contact the principal or region assistant superintendent for support of the naming or dedication.
- C. Obtain a minimum of four letters of support from a broad range of community members (e.g. PTA, business partner, booster club, faculty members, and students).
- D. Contact the appropriate region office for additional information on the process and School Board office format requirements for preparation of the resolution.

- E. Ensure that the hard copy resolution packet includes a copy of the draft resolution, letters of support, and a cover memo from the principal to the School Board through appropriate region assistant superintendent. The principal will forward the resolution packet and an electronic version of the resolution to the appropriate region office.
- F. The region office shall be responsible for ensuring that the resolution packet meets all requirements before forwarding the packet and electronic version of the draft resolution to the School Board office. The region office will coordinate with the clerk of the Board to schedule the recognition at a future Board meeting. The recipient of the resolution and/or family members should be available to attend the School Board meeting to receive the resolution.

Recommendations may be submitted, according to the foregoing procedure, at any time. Formal School Board approval must precede any local arrangements for dedications, plaques, etc.

VII. NAMING RIGHTS

Naming rights are intended to recognize sponsorship and contributions either of a monetary nature or those which involved a voluntary and extraordinary expenditure of time and effort by a private or corporate entity that benefits Fairfax County Public Schools. Naming rights shall be assigned to appropriate areas of school facilities (library or media center, common area, gymnasium, etc.) or to school grounds (field, courtyard, stadium, etc.).

The procedures specified above for dedicating areas of school facilities or grounds in honor of an individual shall be used to initiate such action with the addition to ensure that a naming right has not already been assigned to a school facility or school ground.

VIII. LIMITATIONS TO NAMING RIGHTS

- A. Naming rights shall be valid for an initial period of five years, unless otherwise specified by the School Board at the time of approval.
- B. Naming rights shall be reviewed on a periodic basis, and a naming right may be renewed for an additional five years or for another length of time specified by the School Board.
- C. The School Board shall have discretionary authority to rescind a naming right at any time based on any action by the private or corporate entity that is deemed by the School Board to be inappropriate and/or in conflict with FCPS values.

IX. SIGNAGE LOCATION

- A. Exterior signage shall adhere to all county regulations and the Fairfax County Zoning Ordinance.
- B. To the extent possible, signage location, size, and lighting shall not be visible from adjacent residential properties or public right-of-ways or as may otherwise be permitted by county regulation.
- C. Where applicable, signage shall require a sign permit in accordance with the Fairfax County Zoning Ordinance.

See also the current version of: Policy 8170, Naming School Facilities and Dedicating Areas of School Facilities or Grounds

FAIRFAX COUNTY PUBLIC SCHOOLS