

To: Dixie District Board of Trustees
Fr: Jason Yamashiro, Superintendent
Re: Petition Process Summary

2.25.19

In January of 2019 Dixie School District received the first formal petitions to change the name of the school district since 2003. After discussion and consideration, the Board agreed on the following process for consideration of the petitions:

1. Petition is submitted to the Superintendent's Office
2. Superintendent's Office transmits the petition to the County Department of Elections for verification of required signatures
3. The County of Department of Elections certifies that the petition contains the required number of valid signatures
4. The petition is submitted to the Board for consideration
5. The petition will be publically posted
6. There will be a period of time for members of the public to submit written comments, which will be shared with the entire Board at the same time, regarding the petition
7. The Board will hold a public hearing, in accordance with law, between 10 and 40 days after receiving the petition
8. There will be at least two notices in the newspaper, in accordance with the law, regarding the public hearing
9. The Board will vote to accept or deny the petition at the same meeting where the public hearing is held

In addition, there were details established in the process of considering the January petitions that are recommended to continue:

- Written public comments can be made by email, website form, or paper (letter/postcard/drop off at office)
- The public hearing was limited to three hours, with a starting expectation of 2 minutes per speaker that could be adjusted depending on the number of speaker cards received
- The superintendent will provide a memo reviewing: (1) if the proposed name is the same or substantially similar to an existing name of another school district in California; (2) if there are any trademark/copyright legal concerns regarding the proposed name; and (3) if there is evidence in the public record that the proposed name may be controversial and why

A new petition has been received seeking to change the name of the school district to Sojourner Truth Elementary School District. It is recommended that the Board follow the same process as when it received petitions in January, with the following adjustments:

- Directions are clear that written submission comments are public and will be posted without redaction
- Additional outreach efforts are made to reach community members

It is also recommended that the Board establish this overall process as a standard that will be used for similar petitions that are received in the future.

