

7250 – SELECTION OF SCHOOL MASCOT PROCEDURES

A. New School without a Mascot.

When a new school is being opened without a current mascot, the principal will survey stakeholders, including, but not limited to, school employees, parents, students, and the community, in selecting a mascot. The top three (3) choices with the most votes will be presented to the Superintendent to who will then share with the Board for final approval.

B. Existing School Mascots.

1. For individuals requesting a change in an existing school mascot, the individual or group (“requestor”) requesting the change shall submit in writing a request for a school mascot change to the school principal for which the mascot is requesting to be changed. The written request must include:
 - a. the rationale for “why” the current school mascot should be changed;
 - b. the significance of the mascot change;
 - c. provide evidence (petition, emails, surveys, research) of broad community support for the proposed change;
 - d. how the change will or will not affect the school and/or community;
 - e. a proposed “new” mascot;
 - f. the significance of the proposed “new” mascot;
 - g. *****

The school principal will provide a copy of the written request to the governing Assistant Superintendent and the Superintendent.

2. The school principal will meet with the requestor within ten (10) business days from the receipt date of the written request to review the request and to provide further details about the process.
3. The school principal will develop and meet with a school level committee consisting of the minimal persons listed in Board Policy 7250, Section *Naming and Renaming* to review the written request within fifteen (15) days of receipt of the date of the written request. The school principal may add additional members to the school level committee (teachers, District staff, and community leaders), as deemed necessary.
4. Once the school level committee has met to discuss the change request. **The school level committee must meet with the requestor** and shall make a recommendation no more than forty-five (45) days from the date of the receipt of the request. Once the school level committee makes their recommendation, the recommendation will be forward to the Area Superintendent and the Superintendent for further review.
 - a. The school level committee’s recommendation provided to the Assistant Superintendent and Superintendent must include a detail explanation of the school level committee recommendation, including any results of a school survey conducted, financial cost, plans for implementing any changes, etc.
 - b. *****
5. The Superintendent may also require additional time to solicit input from others affected by the mascot change.

6. The Superintendent will then share his recommendation and the school level committee recommendation with the Board for final approval of the mascot at the next Board meeting or soon thereafter.

Adopted _____