Facilities Naming Community Advisory Committee
October 15, 2026 3-4 p.m. First Meeting
Location: CCLA Library Santa Rosa, CA

1. Introductions of committee members and their backgrounds (5 minutes)

    a. **Mariel Montesinos**, 1st grade teacher and founding teacher at CCLA, representing the local area's historical community & certificated members
    b. **Margarita Lupercio**, representative from a district parent organization ELAC
    c. **Araceli Sandoval**, Kindergarten Teacher and founding teacher at CCLA representing the local area's historical community & representing certificated members
    d. **Bernadette Peterson** 2nd grade teacher at CCLA representing certificated members
    e. **Jessica McNiff**, Middle school science teacher, coach, and athletic director at CCLA representing certificated members
    f. **Anel Leon Badillo**, CCLA Registrar representing classified members
    g. **Francisco Manriquez**, Principal of CCLA, representing the district's non-represented employees
    h. **Max Barraza**, Student at Elsie Allen high school associated student body representative
    i. **Janet Fuentes**, representative from the District English Learner Advisory Committee
2. Public Comment was offered but no one came forward.

3. Regulation 7310: Naming of Facility The committee reviews the Board Policy 7310 & AR 7310 Policy 7310: Naming Of Facility as a discussion item. (10-15 minutes)

4. Timeline Review the proposed timeline and decision points.
    a. Resource: CCLA Name Change Process Slides

5. Establish meeting norms for respectful, inclusive, and evidence-based discussion.

    a. Committee Norms:

| | |
|---|---|
| Be respectful | End on time |
| Be on on time | |
| Assume positive intent | |
| Be open | |
| Be present | |

    b. **Roles**: Note taker: Francisco Facilitator: Francisco Time Keeper: Araceli Norm Keeper: Janet

6. **Important dates:**
    a. November 18, 2026 Public Hearing SRHS Auditorium and will begin at 6:00 p.m.
    b. December 9, 2026 Board action on name change: This meeting will be held at the City of SR Council Chambers (100 Santa Rosa Ave.); the meeting begins at 6:00 p.m.
7. Review preliminary evaluation criteria for potential names see Board Policy 7310: Naming Of Facility.
8. Create surveys for each educational partner group (families, students, staff, and community members) name-suggestion form, multilingual communication plan. We can possibly start this task and assign it to individuals and complete it in a second meeting.
9. Schedule future meetings and identify any membership gaps.
10. End Meeting with next meeting date to be on: _____ at:_____p.m.

---

*Mission Statement: The mission of Santa Rosa Language Academy (CCLA) is to create a family and community-centered school that promotes a rigorous academic environment which creates a bilingual, biliterate and multicultural quality education for all students. This environment fosters creative, honest and kind citizens of the community and the world.*

**Meeting Notes captured from the October 15, 2026 initial meeting 3-4 pm:**

Member present: Janet present, Anel present, Araceli present, Jessica present, Francisco present, Margarita present.
Members Absent: Mariel, Bernadette, Max.

Notes:

- Close reading and discussion on BP 7310 and AR 7310. Comments made: “We should not use any names after a person”. “If we don’t name it after a person we can use the geographic area, we should consider our CCLA mission statement”. Based on the language in BP 7310 we may be limited.

- We also reviewed AR 7310 as a committee. A Question was raised, will the public hearing mean that we need to capture the names brought forward. Yes, as a committee we are tasked with gathering the responses from the educational partners and making a recommendation to the board so the board can make a final decision on the name change. The public hearing will be an opportunity for all members of the community to voice their opinions.
- We discussed ideas on how we will survey all educational partners. Some of the ideas mentioned were Google Forms. Paper sent to families in students' backpacks, paper forms in the office for parents to fill out and turn in, parent square, at events such as the

halloween parade, trunk or treat, we can provide paper forms or ways for families to complete a form. Another idea was middle school students can complete a Google Form in period 1 Monday the 19th or that week in science class since they all have science. Jessica is in charge of this task. At the elementary school, students can be surveyed by each teacher and the teacher can record the responses and turn them into the office. These papers can be turned into the main office to Anel's box. Anel is our school registrar.

- Parents: Google form plus paper forms at events, some may need another form other than Google. "Survey monkey" or a site like it maybe so they can access it without a Google account. Parent square, maybe it has a survey feature. Francisco can do this.

- Community: Maybe the district can send something out. They could be a resource for us with this group. Francisco will reach out to our district staff for support.
- A comment was made "Can we look into reaching out to the Land acknowledgement group." Francisco can find out.
- We then moved to discuss how we would capture the voices of all education partners with action steps: Below are the draft survey questions we can include in each survey for each group.

**For students:** Google Form Questions will include the following:

1. Student name
2. Grade
3. What name they want
4. Second name you want optional
5. Why (Not for elementary students)

**For Families & Community** the questions can be: We will need to use more than just a Google form since not all families have a Google account. Paper forms in the office and at events.

1. Name
2. Grade of student/s if any
3. Ties to the community if any
4. Are you are parent/community member (choose all that apply)
5. Name/s you want
6. Why

**Questions for Staff in Google form: Time can be given in the next staff meeting for staff to compete.**

1. Name
2. Staff: Elementary/Secondary/staff
3. Name/s you want
4. Why

All Surveys are due November 18 by midnight. The surveys will go out Monday October 19. Families can access paper surveys in the front office and will be given to Anel, our middle school registrar.

All surveys will be in Spanish and English for accessibility.
How will we communicate this work after today's meeting?

- Francisco will email all staff and share the survey to be completed
- Francisco will parent square all staff and families on October 16, 2026 about where we are and share our timeline, agenda notes, next meeting date, and important dates and information.
- Ms. McNiff will lead the facilitation of the student survey
- Our family engagement facilitator will send out the family survey
- Francisco will keep in communication with our district on where we are with this work

The meeting adjourned at 4 pm.

Our next meeting will be November 20, 2026. From 3-4 p.m.in the library.(this date will change TBD due to message below)

*Not in this meeting but added later: We need to have all recommended names and data collected ready by November 13, 2026 to the board in preparation for the public hearing on November 18.