

## **10.0 NAMING OF FACILITIES**

10.1 The Board of Education directs that procedures and guidelines be established in order that naming facilities can be accomplished in an expeditious and systematic manner.

10.2 Criteria shall be established to provide an advisory committee of citizens from representative areas of the district and a process for submitting suggested names to the Board.

10.3 The final decision in naming of the facility will be the responsibility of the Board.

10.4 Names of existing schools shall not be changed except when authorized by the Board.

Adopted: November 2, 2009

## **NAMING DISTRICT SITES AND FACILITIES GUIDELINES**

R-1.0 The Board of Education recognizes that the naming or renaming of school facilities is an important community issue. The Board supports the collaboration of the community and the school district; however the Board of Education reserves to itself the final authority to name facilities consistent with the following guidelines:

R-1.1 Names of schools and facilities shall meet one of the following criteria:

R-1.1.1 The name shall not duplicate an existing name in the district and this requirement is expanded to encompass adjacent districts and include initials to avoid potential confusion.

R-1.1.2 The name shall have a link to the location and be inclusive of all neighborhoods and communities involved.

R-1.1.3 The District shall name schools and facilities for local persons contributing to public education, including but not limited to persons associated with elementary, junior and senior high school education, central office assignments, and Board of Education membership, unless a compelling reason is established in favor of another basis for the name. Such person shall be deceased or retired from active participation and shall have made a significant contribution to local public education as a volunteer, teacher, administrator, Board member, donor, etc.

R-1.1.4 Facilities and sites may also be named in concurrence with the street on which the site resides or the community or area of the city in which the school is located, or in recognition of a famous American.

R-1.2 Names of a school or facility shall adhere to the following process:

R-1.2.1 A recommendation for the intent to name or rename a school or facility shall include a written request submitted to the Superintendent of Schools.

R-1.2.2 The Superintendent shall then establish an advisory committee made up of community members, parents, educators and students to assist with making recommendation to the Board of Education.

R-1.2.3 The advisory committee shall encourage community involvement by inviting community members to submit faculty/school names.

R-1.2.4 Each name submitted shall include background information for the relevance of the proposed name.

R-1.2.5 For new facilities, the committee shall present a written recommendation to the Board with a minimum of three names for consideration.

R-1.2.6 In the instance of renaming a facility, a petition will also be required with a minimum of 100 signatures or by a Board directive.

R-1.2.7 The committee members shall attend the Board meeting to present the suggested names and to answer any questions regarding their recommendations to the Board

R-1.2.8 The Board shall have the final decision regarding the facility name.