

Procedure for Naming of Facilities

Facility refers to any district school, facility, or portion of a school building or property.

1. School facilities may be named for a geographical area, community, location, or in honor of a deceased individual who has made a significant contribution to the field of education at either a local, state, or national level.
2. The superintendent will appoint a chairperson for each new facility to be named. The chairperson will select an advisory committee made up of community members, parents, educators and students.
3. The advisory committee will solicit nominations for naming or renaming a facility from the community, including a call for ideas through the local press. All suggestions will be discussed and prioritized by the committee.
4. Community input to the committee regarding the naming of a facility is strongly encouraged. The committee may develop a plan to receive community input. Formal input to the committee may be made through presentation of a petition. The petition should specify the suggested name and the significance of the name.
5. In the instance of renaming a facility, a petition will be required with a minimum of 150 signatures or by Board directive. Clarification as to why the current facility name is obsolete or inappropriate should also be presented with the petition or Board directive.
6. The committee will present a written recommendation to the Board with a minimum of three names for consideration.
7. The Board shall have the final decision regarding the facility name.

Approved March 11, 1998
Reviewed December 9, 2009