Purpose

The Board recognizes that students, parents/guardians, graduates, employees, and/or community members may want to honor distinguished citizens by naming and/or renaming district facilities. This policy provides guidelines for the Board in naming and/or renaming district facilities.

Definitions

For the purposes of this policy, facilities within the district are considered to be in one of two (2) categories:

1. A district/school building or any portion thereof.

2. An athletic field/facility commonly associated with a school or the district.

Guidelines

The guidelines which follow relate to these categories and the naming or renaming of any facility within these categories.

A. A District/School Building or Any Portion Thereof

1. Requests for naming or renaming shall be made in writing and submitted to the Superintendent, or designee. Each request shall identify the District/School Building and portion to be named/renamed and the reasons for the request. Said request shall set forth evidence of the requestor's effort to both inform students, parents/guardians, graduates, the school's employees, and the community of the facility involved and the opinion of said constituents relative to the desirability of the request.

2. The Superintendent, or designee shall review all requests. In deciding upon the recommendation of any honoree, the Superintendent shall consider the character, contributions to the school, and contributions to education of the honoree. The effects of the naming/renaming upon the school and community shall also be considered.

3. The Superintendent shall submit recommended requests to a committee for consideration and study, and the committee shall consider the standards noted in A2 above.
4. The Superintendent shall review the results of the committee’s study and may make a recommendation to the Board.

B. An Athletic Field/Facility Commonly Associated With A School or The District

1. Requests for naming or renaming shall be made in writing and submitted to the Superintendent, or designee. Each request shall identify the athletic field/facility and portion to be named/renamed and the reasons for the request. Said request shall set forth evidence of the requestor’s effort to both inform students, parents/guardians, graduates, the school’s employees, and the community of the facility involved and the opinion of said constituents relative to the desirability of the request.

2. The Superintendent or designee shall review all requests. In deciding upon the recommendation of any honoree, the Superintendent, or designee shall consider the character and the contributions to the school and athletics of the honoree. The effects of the naming/renaming upon the school and community shall also be considered.

3. The Superintendent shall submit recommended requests to a committee for consideration and study, and the committee shall consider the standards noted in B2 above.

4. The Superintendent shall review the results of the committee’s study and may make such recommendations to the Board.

Approval

A district facility shall only be named or renamed upon the approval of at least six (6) of the nine (9) members of the Board.