

Greater Albany SD 8J
Board Policy

Code: **FF**
Adopted: 6/11/91
Readopted: 3/12/01, 8/8/05
Orig. Code(s): BP 8260

Naming Facilities

The Board makes the final decision in naming or renaming all district facilities or parts of facilities. Consideration may be given to geographic location, historic events or to local, state, national or international citizens who have made a significant contribution to humanity. Such persons may be living or honored posthumously but may not be staff members of the district at the time the honor is bestowed. The facility or part of a facility may also be named for a contributing sponsor. This sponsor may be an individual, or an organization. Names approved by the Board under this policy shall be considered permanent.

The general procedure for selecting a name for a new facility or renaming a facility is as follows:

Nominations shall be submitted in writing and include a justification for the recommendation;

The Board will appoint an advisory committee to consider such a request. The committee will consist of a number of members as determined by the Board. Membership will include members of the general community and may include teachers, students and administrators. The assistant superintendent will serve as the chair of the committee;

This committee will make a recommendation to the Board on any requests. The committee will publicize the request to name or rename a facility to the community and invite other proposals of names to be considered prior to meeting and reaching a recommendation. The committee may nominate additional names for consideration when it is appropriate;

The advisory committee's recommendation will include the reasons for the acceptance or rejection of the request. If the committee supports the request, they will attempt to ascertain the feelings of the members of the honored individual's family. This information will be communicated to the Board;

The Board shall then:

- a. Make the final selection of the name from the name(s) submitted by the committee;
- b. Direct the committee to reconsider their recommendations and submit a revised list or;
- c. Make a selection of its own choice.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)