

# Eugene School District 4J

Code: **FF**  
Adopted: 6/16/75  
Readopted: 10/08/03; 6/01/15  
Orig. Code(s): 8410

## **Naming Schools, Programs and Properties**

The naming of all schools, programs and school district properties, including but not limited to school buildings, areas within school buildings, athletic fields and nonschool facilities, is the responsibility of the Board.

The Board recognizes the importance of soliciting student, staff, parent and community input in the selection of names. Name nominations may be presented by individuals, by petition, by chosen committees, or by other representative groups. The superintendent or designee will appoint an advisory committee to consider alternatives and make a recommendation to the superintendent about which names to recommend to the Board. While every effort will be made to respect student, staff, parent and community preferences, the Board retains the final authority over selection of names for schools, programs and facilities.

### **Criteria for Names**

In considering appropriate names for any school, program or facility, it is the responsibility of the Board to ensure that the name has broad acceptance in a multicultural society and properly reflects the type and mission of the school, program or facility, as determined by the Board.

When evaluating school, program or facility names, the following general criteria shall be followed:

Names submitted for consideration may:

1. Be known and significant to the community, students and staff; or
2. Relate to local neighborhoods, to relevant geographic areas, to places of historical, geographical, geologic or cultural significance, to indigenous and characteristic flora or fauna; or
3. Be persons or groups of persons, preferably deceased at least three years, who have demonstrated international, national, state or local leadership in the fields of education, arts and sciences, or public service; or
4. Be thematic to reflect the character of the community culture and history; or
5. Reflect features of the facility or its program type and mission.

Names submitted for consideration shall not:

1. Duplicate or nearly duplicate the names of other schools, programs or facilities in the school district or surrounding school districts; or
2. Reflect the names of specific cities with the exception of "Eugene"; or

3. Be a person, location, theme or character whose primary identification is of a religious nature; or
4. Include the word “neighborhood” in a school name unless the school has defined attendance boundaries; or
5. Include the word “school” in a program name if it does not meet the definition of a school as a complete educational program with a separate organizational structure, teaching staff, budget, etc.

### **Special Recognition of Specific Persons**

The Board acknowledges that communities served by schools, programs and district facilities periodically desire to recognize individuals for long and honorable service. Schools, programs and facilities may be named for former school district employees, students or community members who have made specific contributions to education within Eugene School District 4J. In general, schools, programs and facilities will be named only for individuals who have been deceased for at least three years. In no case will a school, program or facility be named for a current staff member or student or an elected official currently in office.

### **Gifts**

In exceptional circumstances, consideration may be given to naming a new school or non-school facility or a portion of an existing school or nonschool facility for a significant gift as determined by the Board. Naming schools and nonschool facilities in this instance shall be consistent with all school board policies and shall appropriately reflect the donor’s financial support as well as the donor commitment to the school district’s mission and the objectives of the school system.

### **Charter Schools**

The word “charter” will be included as part of the charter school name. Charter schools do not have defined attendance boundaries and therefore shall not have the title “neighborhood” as part of their name. The charter school will use the official name identified in the approved charter contract with the district.

### **Renaming or Amending of Current Names**

The Board recognizes that renaming existing schools, programs or facilities or amending existing names by adding or deleting words or phrases is a serious, considered decision, and should not be made arbitrarily, frivolously or in haste. Because the impact of renaming or amending the name of an existing school, program or facility is substantial in terms of potential public confusion and administrative and fiscal costs, the burden is upon the party or parties proposing the name change to present credible evidence that the benefits of renaming or amending the name outweigh community and school district impacts.

The name change must be supported by the school community and the community and must be accompanied by a fiscal impact statement and a proposed method of covering the expense of the name change. The Board has the ultimate authority to determine if a credible showing for changing a name is made.

## **Relocated Schools and Programs**

School and program names are independent from existing facility names. When a school or program is relocated to occupy an existing facility, the school or program and the facility that houses it will both retain their existing names unless a renaming process is completed.

## **Implementation**

The Board authorizes the superintendent to develop procedures that provide for implementation of this policy.

END OF POLICY

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## **Legal Reference(s):**

[ORS 332.107](#)