

Naming Facilities

The Board shall be responsible for naming any building, school, site or other facility which is the property of the district.

In considering names for facilities, schools and sites, preference will be given to names associated with the community. Names of historical persons, places and events may be considered.

In considering names for facilities within school sites (e.g., play areas, gyms, fields), preference will be given to names associated with the community. Names of historical persons, places and events may be considered.

Recommendations from parent groups, students and residents of the district will be considered. The superintendent will, upon request of the Board, prepare a list of possible names for new facilities. The Board may establish a committee for screening, reviewing and suggesting names. The Board shall have the final decision in the naming of the facility. The Board shall officially name a facility on or before the bid is let for construction of the facility.

The naming of schools, buildings or facilities is an important community issue. In order to provide the Governing Board with community thoughts and suggestions regarding the naming process, the Board may appoint an ad hoc committee to review all name suggestions for the Board's final consideration. The committee would be made up of representatives from the following:

1. Board Members;
2. District Employees;
3. Community Representatives;
4. Parents/Guardians;
5. Students (if appropriate).

In the event a committee is named, the committee will provide the Board with a ranked list of three suggested names for the Board to make the final selection.

The minimum criteria to be applied in honoring the contribution of students, staff members and/or community members in considering naming of schools; or, at the high school level, multi-use buildings or athletic fields shall be as follows:

1. The Board has first been advised of interest in an honorary designation.

2. The individual to be honored has made a significant contribution to that school community.
3. The individual to be honored merits such designation as attested to by the following:
 - a. A professional history
 - b. Honors, awards or other forms of recognition received
 - c. Statements by the proponents as to the reasons why the individual should be so honored
 - d. Additional information deemed important by the proponents and/or Board
4. Upon concurrence, the Board selects from one of the following:
 - a. Honorary designation shall remain in effect for 10 years unless continued by the Board
 - b. Honorary designation shall remain in effect for the life of the individual honored unless continued by the Board
 - c. Honorary designation shall be permanent unless changed by the Board

Renaming Existing Schools or Facilities

The renaming of existing schools or facilities shall occur only under extraordinary circumstances and after thorough study.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)