

Newberg School District 29J

Code: **FF-AR**
Adopted: 9/24/07
Orig. Code(s): 8320

Naming Facilities

Either the Board or a community member may request that a Newberg School District facility be named. The naming of school district facilities shall take place in the following manner:

1. The Board shall appoint an ad hoc committee consisting of two patrons, two staff members, two Board members and two representatives of the district's leadership team;
2. The committee may solicit name nominations from students, district staff and members of the community. Nominations shall be made using the Naming School Facilities Nomination Form. The committee shall be responsible for deciding whether or not to recommend nominated names to the Board. The committee is also responsible for communicating its recommendation to the person(s) making the nomination(s);
3. The committee shall observe the following guidelines regarding recommending names:
 - a. The names suggested shall be consistent with the guidelines in policy;
 - b. The name of a living person or a person deceased less than two years may not be considered, unless there is a compelling reason for recommending the person;
 - c. The names suggested must be known and meaningful to residents of the district or the attendance area the facility will serve;
 - d. The names suggested shall not conflict with the names of other district facilities or facilities in surrounding districts;
 - e. Only persons demonstrating ethical conduct and excellent character reputation and citizenship shall be recommended for Board consideration.

The committee is encouraged to recommend to the Board at least three names, but may recommend fewer names provided a justification for doing so is provided. The committee may express a preference for a name. The committee's recommendation shall be in writing and shall state the reasons for its recommendation including, but not limited to, the following:

1. Why is the person noteworthy? What, specifically, did the person do that was of significance?
2. Was the person unusually dedicated? In what ways?
3. Did the person's contribution extend over a relatively long period of time?
4. Who will or has benefitted from this person's contributions?
5. How does or did this individual demonstrate ethical conduct, excellent character, reputation and citizenship?

6. If the name suggested is that of a geographic feature or Newberg education terminology, practice or concept, why is it noteworthy to have a district facility or portion of a facility named for it?

The Board shall make the final determination regarding the suitability of nominees and when appropriate shall request the district to conduct background checks regarding each nominee.

The Board may elicit broader community, staff and student input prior to making a decision.

The district recognizes that the official name selected for an educational facility is a vital factor in the public image of the school system. The honor and integrity of the name selected reflects on both the district and the educational facility. With these concerns in mind, the Board may consider action to rescind an approved name of an educational facility.

Sufficient cause to rescind the name of an educational facility or portion thereof exists when, as determined by the Board, the individual, corporation, association or entity for which the facility or portion of the facility is named has been convicted of a felony, a crime involving moral turpitude or participated in any disreputable behavior that would have a negative reflection or would bring discredit to the district.

If the Board rescinds a name that has been assigned to a district facility, the ad hoc committee may convene to consider other recommendations or the Board may decide to not name the facility.

**Newberg School District 29J
Committee Recommendation
for
Naming School District Facilities**

1. Description of district facility to be named: _____
2. Suggested name: _____
3. If the name suggested is that of a person:
Why was the person noteworthy? What, specifically did he/she do of significance? _____

Was this person unusually dedicated? In what ways?

Did the person's contribution extend over a relatively long period of time?

Who will/did benefit from this person's contributions?

Are there long-term benefits? If so, what are the benefits?

4. If the name suggested is that of a geographic feature or Newberg educational terminology, practice or concept, why is it noteworthy enough to have a district facility named for it?

Date _____

Names of those making initial suggestion:
