

## Naming New Facilities

Facilities will be named for persons who have attained prominence locally and nationally, or in the fields of education, science, art, statesmanship, political science, or military achievement; early pioneers of Washington County, or the state of Oregon; or the Sherwood Community, or after the geographic area it serves within.

The Board has the final decision in naming all facilities.

The general procedure for selecting a school name shall be as follows:

1. The Board shall appoint a committee of three citizens from the immediate community served by the particular school; one representative from among the licensed employee group, one representative from the classified employees' group, one student, and one representative of the administration, whom shall serve as committee chair;
2. The committee shall seek community input for name proposals and will present a list of three school names to the superintendent, who will forward them to the Board;
3. The Board shall then make the final name selection from the list the committee submitted.

The general procedure for naming existing facilities shall be as follows:

1. A proposal to name a existing facility may be submitted to the School Board which, at its discretion, will decide whether to implement a naming process.
2. If the Board decides to implement a naming process, it will:
  - a. Notify the community of a proposal to name a part of a new or existing non-school facility.
  - b. Set a time and conduct a public hearing to hear testimony on recommended names.
  - c. After testimony and discussion, the Board will vote on the proposal.
3. The decision of the Board will be final.

## Gifts

The Board acknowledges that it has the authority to accept monetary or in-kind donations from individuals and entities. In exceptional circumstances, consideration may be given to naming a new school or non-school facility or a portion of an existing school or non-school facility of focus option for a significant gift as determined by the Board. Naming facilities in this instance shall be consistent with all Board

policies and shall reflect the donor's appropriate financial support as well as the donor commitment to the district's mission vision and the objectives of the school system.

END OF POLICY

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**Legal Reference(s):**

[ORS 332.107](#)