

MANAGEMENT SUPPORT SERVICES

Naming Facilities

The naming of a school shall take place in the following manner:

- A. The superintendent shall select a committee whose purpose it shall be to submit to the board a list of not less than three names for the new school. The list shall briefly state, along with each name, why the committee nominated each name. The committee may solicit nominations from students and the community.
- B. The committee shall, whenever possible, follow these guidelines:
 1. Each name shall be known to, and significant to, the people of the District.
 2. The names submitted shall not conflict with the names of other schools in the District.
 3. The use of names of living persons shall be avoided unless the circumstances warrant an exception.
 4. The procedures for selecting building names, mascots, logos, activities, events, portrayal of caricatures, and behaviors will ensure that such references and activities are free from bias and derogatory connotations or effects associated with race, creed, color, national origin, gender, sexual orientation, and disability.
- C. The board shall select the name of the new facility from the list.

In recognition of the efforts of those involved in the project, a plaque containing the following information shall be attached to a new building:

1. School name;
2. Board-approved construction date;
3. Completion or dedication date;
4. Name of board members as of the board-approved construction date in the following order:
 - a. President
 - b. Vice President
 - c. Members (alphabetically)

5. Superintendent as of board-approved construction date; and
6. Architect and contractor names.

Formal dedication of the facility shall take place on a date and time specified by the board.

- D. Mascot names will be presented to the board for approval after the school has gone through a mascot selection process that reflects Policy 6970.

Approved: December 11, 1985

Revised: June 8, 1994

Revised: May 23, 2001