

899 NAMING OF SCHOOLS AND FACILITIES

I. PURPOSE

The purpose of this policy is to assist the school district in naming of new schools and in naming facilities.

Adopted: 4/16/18
Independent School District 318
Grand Rapids, MN

899 NAMING OF SCHOOLS AND FACILITIES**I. Naming/Renaming of School/Facility**

The School Board shall be responsible for the naming/renaming of all schools and school facilities. The Board of Education will appoint or solicit members for committees of 7-10 members comprised of parents, community members, faculty, students, and staff. The formation of said committees shall be determined by the Board of Education or district superintendent on an as needed basis. Both committees need not be formed at the same time and will operate independently of one another. Each committee operates as need under direction of the Board of Education.

**School Naming Committee
Facilities Naming Committee**

The School Naming Committee and superintendent shall submit three to five names to the Board for the naming/renaming of schools.

The Facilities Naming Committee and superintendent shall submit three to five names to the Board for the naming/renaming of school district facilities.

II. Implementation

Anyone may submit a suggestion for a school name to the committee of the Board for consideration. Suggestions must be in writing, stating the name of the sponsor and the reasons justifying the nomination on a Board-approved form.

III. Criteria for Screening School/Facility Names-used by School Naming Committee and Facilities Naming Committee

A. Schools may be named using the following guidelines:

1. Historical - named after a historical leader or event.
2. Geographical - named after a regional or local landmark or location.
3. Community - named after an individual or individuals who have made a significant impact on our school, community or greater geographic area.

Upon receipt of the suggestions, the School Naming Committee will convene, consider suggestions and provide a report of the results to the superintendent. Selection of names to present to the Board may occur after multiple meetings of the School Naming Committee. The superintendent will review the suggestions from the community, in conjunction with the School Naming Committee, and will bring the final list forward to the Board of Education. The Board will choose the new school name.

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- B. In naming a school/facility after a person, primary consideration should be given to individuals who have made a significant contribution to education in the community, the state or the nation. In addition to societal contributions, the moral character of the individual must be considered.
- C. Recognizing that the ethnic and cultural composition of a local school community will change and that school/facility names are permanent, the name selected should have broad acceptance in a multicultural society.
- D. In naming a school after a person, that person shall have been deceased at least three years.
- E. If a school/facility is demolished, the name may be used again.

IV. Naming Schools

Schools will be named for a historical/geographical area or community or in honor of persons who have made a significant contribution to their community, state or the nation.

V. Naming Facilities

As an alternative to naming the entire building after an individual, some particular facility within the school may be named in his/her honor, such as a gymnasium, stadium, field or library.

The recommendation for naming facilities will normally be for the purpose of honoring a former employee for meritorious service to the school district and community. The Board will have final approval.

The Facilities Naming Committee, working in conjunction with the superintendent, shall identify 3-5 names for each facility under consideration and present said list to the school board for consideration.

VI. Renaming a School/Facility

In situations deemed unusual or appropriate, the Board may take steps to rename a school/facility or portions thereof.

Changing the name of a school will be limited to elementary and middle schools. The recommendation of a name change will be brought to the Board through the local governance structure of the school.

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A school named after a person shall not be renamed, except for compelling reasons; and once official action is taken to name a school, the name shall not be changed unless there is a confusion of names.

Legal References: Minn. Stat. § 10.49 (Naming)
 Minn. Stat. § 123B.025 (School Sponsorship and Advertising Revenue)

Cross References: