

## **Naming School Facilities**

Board Policy: SB-7  
Adopted: January 22, 2013

### **I. General Policy Statement**

The Haywood County Board of Education considers naming facilities to be a significant endeavor since the name of a facility can reflect upon students, staff, school system and community. The naming or renaming of a school and the dedication of school facilities areas or grounds is the responsibility of the board of education. The following regulations and guidelines will apply as the board considers the naming request.

### **II. Regulations**

#### **A. Naming Facilities**

The Board will consider the following criteria in naming a facility:

1. The name should not be so similar to the names of existing facilities as to cause confusion;
2. The name should include a designation of the type of school, such as elementary, middle or high, or a brief description of a specialized kind of school;
3. The name may be in honor or memory of an individual who has helped students in this school system succeed through financial contributions or educational leadership;
4. The name may specify the geographic locality of the school.

#### **B. Dedicating Areas of School Facilities or Grounds**

It is not the intent of this policy to encourage the naming of a school facility area (building, room, library/media center, commons area, gymnasium, etc.) or school grounds (fields, courtyards, gardens, etc.) in honor or memory of individuals. However, when a request is submitted it will be referred to the Special Issues Committee for review. The committee will not consider the request until a three year lapse in the person's service to the school system has ended. The committee will consider if the individual has made exceptional or outstanding contributions through longevity of service, exemplary leadership, philanthropic contributions or other significant means to the school or the school district. The committee will seek input from the administrator of the site named in the request.

The Special Issues Committee shall develop and present a recommendation to the full Board with the rationale used in making their determination. The rationale in the presentation and recommendation shall include:

1. The recommended name is an obvious choice. This will include information that indicates the individual made a greater contribution than others who could have been considered.

2. The recommended name will not cause, or contribute, to a negative impact on the school or school system. This will include information that indicates there is no negative history, reputation or financial burden that would have a negative impact on the school or school district.
3. The recommended name will likely cause, or contribute to, a positive impact on the school or school district. This will include information that indicates there is a probable positive influence on the school through significant community support for the name and/or significant philanthropic contributions to the school, school system or school foundation.

Naming request may only move forward to the Board with a positive recommendation from the Special Issues Committee. No Board or Special Issues Committee action is necessary to decline a naming request. Naming requests should be declined when the criteria in this policy are not attained.

- C. The board may reconsider the name of a school, facility or area that has been named after a person if such person's action or failure to act reflects negatively on the school system.

D. Responsibility of the Board

The board shall make every effort to respect the preference of the community; however, final decisions on the naming of school facilities and the dedication of areas of school facilities or grounds shall rest entirely on the board.

**Legal References: G.S. 115C-36, -47**