

TULSA PUBLIC SCHOOLS

Policy 8102

NAMING OF FACILITIES (AS AMENDED)

The names of the district's schools and other facilities should inspire and challenge our community to pursue the highest standards of human ideals, citizenship, scholarship and community service. The naming of a facility has significant ramifications for current and future members of the school and district communities. As such, the names of facilities should reflect the district's values and withstand the passage of time.

This policy sets forth the board's expectations regarding the naming of its facilities. It shall apply to the naming of new facilities, renaming of facilities and includes direction regarding other formal recognitions of individuals on district facilities.

For the purpose of this policy, "facility" refers to a District-owned site, school or a portion of a school or site. Examples of a portion of a facility may include, but not be limited to, auditoriums, theaters, conference areas, cafeterias, media centers/libraries, gymnasiums, athletic fields/structures, etc.

Rescission of Existing Facility Names:

At any time, the Board of Education may consider actions to rescind an approved name of a facility and authorize its renaming. Sufficient cause to rescind the name of a facility exists when the Board determines, in its sole discretion, that the individual or organization for which the facility is named is in direct conflict with the values, beliefs or best interests of the district. Such reasons include, but are not limited to, when the person or organization for which a facility is named has been convicted of a felony, engages in acts involving moral turpitude, has engaged in behavior which has brought the name into dishonor for any reason, or for any other good cause as determined by the Board. School names may also be rescinded if they become obsolete or inappropriate because of the community it serves or the programming it provides. A recommendation to rescind a name must be put on a regularly scheduled board agenda as an information item prior to be considered for final action by the board.

Requirements for the Naming or Renaming of Facilities:

The naming or renaming of a facility must be approved by the Board of Education, which has sole discretion in determining the name of a facility. A new facility will be subject to naming as soon as feasible and appropriate, for example, after its construction has been approved, the site has been selected and the architect appointed.

When a new physical facility is to replace an existing facility on the same or on a different site, the facility shall keep the name of the school facility it replaces unless the name is rescinded by the Board. Likewise, when an existing school moves from one site to another, the name of the school shall follow that move unless the Board rescinds the existing name.

As noted above, names selected for facilities should reflect the district's values and be worthy of

longstanding recognition. The names of the district's facilities should reflect the richness and diversity of the district's student body.

When selecting a name, the board shall seek formal input from both the school community and the wider district/Tulsa community according to the process described in the regulation relating to this policy. The regulation shall require that the board be presented with at least one, and no more than three, recommended names to act upon by a committee of the school community. Formal input from the school community shall be a primary tool for determining the recommendation(s) presented to the board. So that members of the public may provide public comment, and to ensure time to thoughtfully consider the recommendation presented to the board, the board shall provide an opportunity for public comment at three or more public meetings before taking final action on the recommendation. Exceptions may be made to the timing of final board action if it serves the best interests of the district. Personal prejudice, favoritism, political pressure, or temporary popularity should not be an influence in the Board's decisions.

Facilities shall be named or renamed to reflect one or more of the following criteria:

- a. to honor a person, as outlined below,
- b. to recognize the geographic section of the city in which the facility is located,
- c. to recognize the academic theme of the school, or the function of the facility in the case of non-instructional facilities, or
- d. to reflect a fundamental and enduring value of the district

Facilities Named After Individuals:

For a facility to be named after a person, the individual shall have made an outstanding contribution to the education of children, to the district's community, or to greater humanity. Individuals shall be of exemplary personal character. In particular, the individual for whom a school is named shall be of the highest character and reflect one or more of the following characteristics:

- a. an individual whose life or work reflect an unyielding commitment to the education of children,
- b. an individual whose name readily inspires others and reflects the most honorable characteristics of humanity,
- c. an individual who has provided significant and long-standing service or contributions to the school, district, city, state, nation or society as a whole.

Prior to naming a facility after an individual, the credentials, character and reputation of the individual shall be carefully scrutinized and evaluated according to the regulation accompanying this policy.

Except for compelling reasons, the facility shall be named after an individual who has been deceased for at least five years. District facilities will not be named after a current employee of the district or an elected official while serving in office.

Formal Recognitions Such as Plaques, Statutes and Similar Acknowledgements:

The Board must approve all decisions relative to formal recognition plaques or any other forms of formal recognition for the donation of real property, equipment, or furnishings by private sources, including those items acquired by the District from donated funds. While the precise standards of facility naming do not apply to formal recognitions, the Board shall make recognition decisions that reflect the values of the district and that do not conflict with the general intentions of this policy.

PROCEDURES FOR THE NAMING OF FACILITIES: 8102-R (NEW)

Purpose:

This regulation and the actions taken in its operation shall support the board's intention that the names of its facilities inspire and challenge our community to pursue the highest standards of human ideals, citizenship, scholarship and community service. The district shall ensure that the process used to select a facility's name serves the goal of producing one or more recommended names that reflect the district's values and withstand the passage of time—ensuring meaningful and formal input from a school community, if applicable, and providing opportunities for input from the district's community at large.

The process of receiving nominations, submitting nominations for public input, role of ad hoc committee, making recommendations to the board, and board action:

As described in board policy, the process of naming or renaming a facility (hereinafter referred to as "naming") may occur in several different contexts, for example, when a new facility is being built, when a name of an existing facility has been rescinded, or when the board decides to change the name of a school when it is moved to a new location. At a regularly scheduled board meeting, the superintendent shall announce the initiation of the naming or renaming process and inform the public that the superintendent will be accepting nominations for the facility's name. This announcement shall be repeated at the next regularly scheduled meeting as well. Any individual may present one or more nominations so long as each nomination includes a written rationale explaining how the name meets the board's criteria for a facility's name. All good faith nominations meeting this criteria will be provided by the superintendent to an ad hoc committee, which will consider those nominations as well as similarly qualified nominations presented directly to the ad hoc committee and any committee nominations. The committee shall specify a deadline by which all nominations should be received that allows for full and broad participation from the school community (school staff and families).

The board president shall identify the members of the ad hoc committee, which should reflect the diversity of the student body. The members of the committee shall include, at a minimum:

- The principal; or in the case of a non-school facility, a person named by the superintendent
- The superintendent, or their designee.
- In the case of schools, two teachers at the facility designated by the faculty; or in the case of non-school facilities, two district employees designated by the superintendent
- Two parents of the school designated by the board president; or in the case of a non-school facility, two parents designated by the board's president
- Two individuals outside of the school community recommended by the superintendent because of the individuals' engagement with the district's mission
- The board member of the district in which the facility resides

The superintendent will designate which committee member shall chair the committee. The board president is encouraged to include one or more students on the committee, if appropriate.

The role of the ad hoc committee is to vet good faith nominations and solicit formal input from the school community so that the committee may provide the board with up to three recommended names upon the completion of their work. The superintendent shall designate an employee or contractor to help

facilitate ad hoc committee meetings, including the work of vetting nominations, establishing process timelines, and designing meeting agendas. This employee or contractor shall also assist the committee in its efforts to obtain formal input from the school community, if applicable. Though the precise methods of soliciting formal input from the school community shall be determined by the ad hoc committee, the committee must ensure that all members of the school community have adequate opportunity for feedback and input, for example, by written/online surveys, grade level parent meetings, or forums. In particular, the expectation is that input be solicited from all current parents and staff in a manner that removes barriers relating to work schedules, socio-economic status and language.

After soliciting and reviewing feedback from the school community, the ad hoc committee shall determine at least three, and no more than five, possible recommendations for wider community input and present those names to the superintendent in writing. Barring any inconsistencies with the possible recommendations and the board's policy, the superintendent shall ensure that the wider district and Tulsa community has meaningful opportunity to provide feedback on all of the possible recommendations through a survey, through comment during public meetings or through another similar method(s).

Members of the ad hoc committee shall carefully receive, review and consider the larger community's input when determining their final recommendation, which may include one to three names for consideration. If the committee decides to recommend more than one name, it may choose to designate their order of preference. Prior to submitting the final recommendation to the board, the superintendent shall review the recommendation with the committee to ensure it complies with the policy's requirements.

After consultation with and the approval of the district's leadership committee, the superintendent shall present the recommendation to the board as an information item at a regularly scheduled board meeting. Unless the board president deems it necessary to take action earlier, the board shall not take final action on the recommendation any sooner than the third regularly scheduled board meeting following the recommendation. The board may approve a recommended name or reject the recommendation. If a name is rejected, the matter is sent back to the superintendent and committee for a new recommendation. Unless stated otherwise by the board, the approved name shall be effective immediately with regard to new facilities, and with regard to facilities whose names were rescinded, upon the effective date of the rescension.