

## Davis School District Policy and Procedures

**Subject:** 10CR-005 Naming of School District Facilities

**Index:** Community Relations – *Parental and Community Involvement in Schools*

**Revised:** April 6, 2021

---

### 1. PURPOSE AND PHILOSOPHY

It is the desire of the Board of Education of Davis School District (Board) that each school or other facility within the District is given a name that lends dignity and status to the school or facility. The Board also desires to protect students, parents, teachers, and school administrators from over-commercialization and restrictions or requirements that are coercive, distracting, or disruptive to the educational process.

### 2. AUTHORITY TO NAME SCHOOL DISTRICT FACILITIES

The Board reserves the right to determine the name of all school district facilities or portions of school district facilities by majority vote of the Board. This will be accomplished after community input and by submission of an appropriate name to the Board by the administrator of the school or facility.

### 3. POLICY FOR NAMING SCHOOL DISTRICT FACILITIES

- 3.1. School district facilities or portions of school district facilities shall not be named for an individual, family, or business.
- 3.2. The Board will consider the following:
  - 3.2.1. Names reflecting a logical association with the facility, such as a location or function;
  - 3.2.2. Names reflective of a prominent local geographical feature;
  - 3.2.3. Names reflecting places or things that have attained national or local prominence;
  - 3.2.4. Names reflective of broad general interests;
  - 3.2.5. Names that promote the mission of the Board;
  - 3.2.6. Names that are not similar to the names of existing facilities as to cause confusion;
  - 3.2.7. Names that stand the test of time.

### 4. DONATIONS FOR IMPROVEMENT TO SCHOOL DISTRICT FACILITIES

- 4.1. The District encourages and supports community and business partnerships that enhance and supplement the public education system. Donations made for the purpose of improvements to school district facilities or portions of school district facilities shall be made through the Davis School District Foundation.
- 4.2. All applicable federal laws, state laws, administrative rules, and District policy regarding procurement, equity, and construction and improvement of school district facilities, shall apply to donations made for such a purpose.
- 4.3. All funds, property, or goods donated become public funds and the property of the District, and should be used for the purpose for which they were donated and in accordance with all applicable District policies and procedures.
- 4.4. Donor recognition in the form of plaques or nameplates to be placed on school district facilities or portions of school district facilities shall be approved by the superintendent or his/her designee.

**5. RENAMING OF SCHOOL DISTRICT FACILITIES**

**5.1. Schools and District Facilities**

It is not the intent of this policy, upon a substantial remodel, to rename existing schools or buildings that have been named for an individual, family, or business prior to the adoption of this policy. Such names have a prominent and recognized place within the community, as a result, the renaming of these school district facilities may cause unnecessary confusion.

**5.2. Portions of Schools or District Facilities**

Prior to the adoption of this policy, portions of school district facilities may have been named for an individual, family, or business. With the adoption of this policy, upon substantial remodel of that portion of the school district facility, it shall be the practice of the District to rename such areas to hold the same name as the school district facility. A memorial plaque or nameplate may be added to the area to memorialize the previous name.

---

**DEFINITIONS**

**“School district facility”** means all physical facilities owned and operated by the Davis School District. This includes all schools, grounds, other buildings.

**“Portion of school district facility”** means a portion of schools, grounds, or other buildings such as auditoriums/theaters, gymnasiums, libraries, gardens/walks/courtyards, athletic fields/facilities, concessions/locker rooms, conference rooms.

---

---

**DOCUMENT HISTORY**

Adopted: April 20, 2016

Revised: April 6, 2021 - Five-year review. No changes.