

Naming of School Facilities

The Notus School District Board of Trustees is responsible for the naming and renaming of all schools and school facilities within the District. It is the desire of the Board that each new building or facility within the District is given a name that lends dignity and status to the school or facility. In fulfilling this responsibility, the Board will make every effort to respect community preferences.

The naming or renaming of a school or facility may occur under the following circumstances:

- When a new school is built;
- When two or more schools have the same name (for example, an elementary school and a middle school), one school may request a new name while the other retains the original name;
- When a new facility is built to replace an existing facility which will be closed.

The following guidelines should be considered when naming a school or facility:

- A proposed school name may be a person, place or thing.
- Proposed names should not be a person whose primary identification is of a religious nature.
- Distinguished persons proposed for the school name must have been deceased for at least six months and should have made significant contributions to the community, county, state or nation.
- A person's moral character should also be considered.
- Persons proposed for the school name shall not be a relative of any employee or school board trustee.
- Geographic names may also be considered. These names should be clearly identifying, widely known and recognized.

Committee for Naming of Schools and/or Facilities

The Superintendent or designee will convene a committee for the naming of schools and/or facilities. The committee will consist of:

- Two students
- Two teachers
- Two parents
- Principal of the school or the Superintendent

The committee will work together and form a list of suggested school names. The committee will then present the list to the Board of Trustees for final decision.

Policy History:

Adopted on: November 9, 2009

Revised on:

Reviewed on: September 15, 2023