

NAMING FACILITIES

New district buildings shall be named after persons who have attained national or local prominence in the fields of education, arts and sciences, politics, military achievements and statesmanship, after past U.S. presidents or Washington national senators or representatives or after the geographic characteristics of the area in which the facility is located.

Existing facilities (buildings, fields, rooms, hallways, wings, libraries, etc.) shall not be re-named or named after persons or geographical characteristics of the area. Schools interested in recognizing exemplary individual achievement in academics, athletics or school improvement may develop a process designed to publicly recognize outstanding accomplishments of individuals.

Adoption Date: February 9, 2004
Grandview School District

NAMING FACILITIES

Naming Facilities

The naming of a school shall take place in the following manner:

- A. The superintendent shall select a committee whose purpose it shall be to submit to the board a list of not less than three, nor more than five, names for the new school. The list shall briefly state, along with each name, why the committee nominated each name. The committee may solicit nominations from students and the community.
- B. The committee shall, whenever possible, follow these guidelines:
 1. Each name shall be known to, and significant to, the people of the district.
 2. The names submitted shall not conflict with the names of other schools in the district or surrounding districts.
 3. The use of names of living persons shall be avoided unless the circumstances warrant an exception.
- C. The board shall select the name of the new facility from the list. In recognition of the efforts of those involved in the project, a plaque containing the following information shall be attached to a new building:
 1. School name;
 2. Board-approved construction date;
 3. Completion or dedication date;
 4. Name of board members as of the board-approved construction date in the following order:
 - a. President/Chairperson
 - b. Vice President/Vice Chairperson
 - c. Members (alphabetically)
 5. Superintendent as of board-approved construction date; and
 6. Architect and contractor names.

Individual Recognition

Individual recognition shall take place in the following manner:

- A. The school principal shall develop a written procedure to recognize achievement by staff members (present or former), community members, or former students. The building procedure will include:
 1. A process for establishing a selection committee.
 2. By-laws designed to guide the work of the selection committee.
 3. Qualifications for selecting an individual for recognition.
 4. An application/nomination process including necessary forms.
- B. The recognition may be in the form of a certificate, tribute, plaque, monument or special event designed to highlight the special achievement or unique contribution of an individual.
- C. The individual recognition process must be approved by the principal and the board. Amendments to the process must be approved by the principal and school board.