

Naming/Dedication of School Buildings

Naming or renaming school buildings is a matter deserving the thoughtful attention of the School Board. In doing so the School Board must gain input from the community, staff, and students.

Naming/Renaming – Facilities/Buildings

The process for naming a new school or facility will begin as soon as its construction has become a financial reality, the site has been selected, and the architect has been appointed.

The Superintendent will request names from the community, students, and staff for consideration. Each Board member will choose up to three names from the list of submitted names. Members will then discuss these names (up to 15 possible) at a regularly scheduled Board meeting. Names may be taken off of the list during that discussion, with support of the majority of the Board. All names that remain after that discussion will be placed on a ranking ballot that each member will complete prior to the next regularly scheduled Board meeting. The ranked list will be discussed and a formal vote will be taken at that meeting. The name with the majority vote would be the one selected. In the case of ties, Board members will vote for the highest ranked names until a majority supports a proposed name.

Recognition Plaques

In keeping with the practice of recognizing elected officials and others for their efforts and public service in providing new and/or improved facilities, the School Board will have plaques installed on new construction and major remodeling projects giving the following information as of the time of acceptance of the project bids as reflected in the school board minutes:

1. Name of the school building;
2. Board approved construction date;
3. Names of the School Board members at the time of the awarding of bids, thusly:
 - a. President
 - b. Vice-President
 - c. Other members (in alphabetical order)
4. Names of Superintendent, Assistant Superintendents, Business Manager, and Principal;
5. Name of Architect; and
6. Name of Contractor(s).

Dedication/Renaming – Portion of a School

The Superintendent will receive suggestions for dedication or naming of a portion of a school from the building administrator of the school involved. The Superintendent will approve such

naming if the person involved, living or deceased, has made an outstanding contribution to the school, school system, or community. The group or school making the request must agree to provide appropriate recognition, such as a plaque, portrait, or marker for the area. The Board will be informed of the request and of the superintendent's decision prior to the dedication ceremony.

End of Bismarck Public School District Policy JC

Reaffirmed: 7/1/2015

Revised: 3/8/2021