



*South Washington County Schools  
Cottage Grove, MN*

## **801.2 NAMING OF DISTRICT FACILITIES**

### **I. PURPOSE**

The purpose of this policy is to establish criteria for the naming of school facilities (buildings or sites or athletic/activity locations) and to designate the Superintendent as responsible for authorizing appropriate activities designed to develop a recommended name or names for School Board consideration.

### **II. GENERAL STATEMENT OF POLICY**

School District facilities (buildings or sites or athletic/activity locations) shall be given names likely to retain meaning for students and citizens during the projected life of the facility. Names may reflect geographic location, topographical character, significant historical or social events, concepts central to democracy, or prominent persons of local, national or international repute who have made lasting contributions to society. The Superintendent of Schools may authorize appropriate activities designed to develop recommendations for School Board consideration. The School Board shall make the final decision in naming any building or site or athletic/activity location.

### **III. PLANNING TEAM**

- A. When naming a school building, portions of school buildings, or school grounds, the School Board shall direct the Superintendent to establish a committee, subject to board approval, comprised of the Superintendent or designee, the Director of Communications, appropriate staff members, and if appropriate, community members and students to consider name recommendations for consideration and approval by the School Board. Opportunities for public input may be made available by a decision made by the Superintendent or designee.
- B. When naming new buildings, the committee shall have representation by the community members that is representative of the entire school district. The committee shall design and implement a process to develop name recommendations that may include surveys to all families within the facility's attendance area, contests, public forums, etc. This information should be advertised in both editions of the official newspaper, community newsletters, building newsletters, district website and district publications. The committee shall research the attendance area of the new school for significant historical/social/community members of the area for consideration. This may be subject to School Board input. The committee shall propose a list of names to the School Board of not more than four (4) names for School Board consideration and approval.

Delete- No MSBA Model Policy and this is a process, not policy.

**POLICY ADOPTED:** January 25, 2007

**POLICY REVIEWED:** October, 2011

**POLICY REVISED:** November 17, 2011, May 26, 2016, February 18, 2021