Adopted February 9, 2009, Added February 13, 2018

1130 NAMING OF EDUCATIONAL FACILITIES

The Board of School Trustees shall establish a Facilities Name Committee, which will review and recommend for final approval by the Board the naming of Humboldt County School District Facilities or the renaming of facilities, or portions of facilities, that are not currently named for individuals.

The Facilities Name Committee will use, but not be limited to, the following guidelines when considering names for facilities:

I. New Buildings and Portions of Facilities:

A. New High Schools will be named for the locality or region of the school. High Schools are not named for individuals.

B. Elementary, middle or junior high schools will be named for the locality or region, educators, pioneers, or prominent citizens of Humboldt County.

C. Portions of school facilities which include but are not limited to libraries, athletic fields, multipurpose rooms, theatres, and administrative office, may be named for former District employees or citizens who have made specific contributions to education in Humboldt County.

D. Names of District personnel will not be considered while actively employed either full-time or part-time with the Humboldt County School District. Names of former district personnel will be considered only after one full year has elapsed from final date of retirement or resignation.

E. Names of Board members may not be considered while actively serving on the Board of School Trustees, in accordance with NRS 338.200. Names of former board members will be considered only after one full year has elapsed from final date of retirement or resignation.

F. Names will not be considered if there is an existing public facility that has already been named for the nominee.

G. Names of elected officials will not be considered while they are actively serving in public office. For consideration of naming a building or portion of a facility, service as an elected official must have been completed for one full year from final date of retirement or resignation.

H. Buildings or portions of facilities may be named in honor of a significant benefactor, or a name for nomination submitted by a significant benefactor. The naming committee will consider the following criteria:

    a. The amount of the donation;
    b. Contributions and service to the school district and/or community;

c. The honor and integrity that will be brought to the school facility bearing the name of the nominee.

The primary consideration of the committee and the purpose of the process established for naming of facilities shall be to honor and respect all persons nominated for consideration. The Facilities Name Committee chair and one other Trustee will be appointed by the Board president. In addition, the superintendent or his/her designee will serve on the committee and will appoint:

A. One parent of a child who will be attending the new school or currently attends the school where a portion of the building is being named (i.e. library, gymnasium, theatre, etc.).

B. One member of the Humboldt County Administrative Team.

C. One member of the Humboldt County Support Staff Organization (HCSSO).

D. One member of the Humboldt County Education Association, HCEA.

All committee members will serve a one-year term. Committee members who are immediate family of nominees shall not be allowed to sit on the committee or vote for that nomination, and may be temporarily replaced by an appointee of the Chair of the Committee.

The committee will function under its own rules, which must address, but are not limited to:

1. Frequency of meetings

2. Meeting format

3. Length of time of deliberation of names before submission to the Board of Trustees for final consideration.

4. Method of conducting biographic research on potential honorees

5. Cultural representation of names

II. Application Process

A. In order for a name to be considered, the nominating party must complete the School District's Facility Name Application form, which must provide the committee with appropriate biographical data, including educational and/or civic contributions, as well as credible references for the nominee. Conditions for selection are pursuant, but not limited to, criteria specified in the Facility Name Application.

B. The Facilities Name Committee may be activated in response to a nomination by an action of the majority of the Board. The Board may exercise its duty and right to name or rename a facility, or portion of a facility. It will respond to a nomination from the public by determining if the renaming of a facility, or portion of a facility is appropriate and desirable. Once activated to respond to a nomination, the Committee Chairman, working with the Superintendent, shall submit an announcement to local media and internally throughout the school district soliciting applications from interested parties for other nominees for the facility under consideration, to be submitted within 30 calendar days.

C. Once closed, no other nominations will be accepted.

D. In a timely manner, the committee will evaluate the merits of each nomination and determine which applications should be given further consideration. Upon selection of a candidate, the candidates name will be placed on a future HCSD Board Agenda for recommendation, pending board approval.

E. Members of the Facilities Name Committee shall review the application and rate the nominee for the following:

i. Years of service to public education, or quality and time of service to the community;
ii. Exemplary overall contributions to the Humboldt County School District and public education

iii. Years residing in the community

iv. Contribution to the development of the community/state

v. Other extraordinary circumstances

III. Rescinding the name of an educational facility.

The Humboldt County School District recognizes that the official name selected for an educational facility is a vital factor in the public image of the school system. The honor and integrity of the name selected reflects upon both the District and the educational facility. With these concerns in mind, the Board of School Trustees may consider action to rescind an approved name of an educational facility.

Rescinding the name of an educational facility shall only occur under extraordinary circumstances and after thorough study.

Sufficient cause to rescind the name of an educational facility may include, but not limited to, the following circumstances;

A. An individual, for whom a school has been named, has been convicted of a felony
B. or of a crime involving moral turpitude and for which valid documentation exists.

C. A name has become associated with violent activity such that it may have a
    a. negative reflection or effect on the students and staff of the facility and/or the
    b. Humboldt County School District.