

Naming of Facilities

The district shall establish procedures and guidelines in order that naming facilities can be accomplished in an expeditious and systematic manner.

An advisory committee comprised of citizens from representative areas of the district and a process for submitting suggested names to the Board shall be established.

The Board shall have the final decision in naming facilities.

Names of existing schools shall not be changed except when authorized by the Board.

Adopted by the Board: November 2, 2009

Revised and recoded by the Board: July 17, 2019

CROSS REFS.:

Board policies:

EL-3, Development of Administrative Procedure

EL-9, Treatment of Students, Parents and Community

Naming of Facilities

(Naming District Sites and Facilities Guidelines)

Names of schools and facilities shall meet one of the following criteria:

1. The name shall not duplicate an existing district name or name in an adjacent district (including initials, to avoid potential confusion).
2. The name may have a link to the location of the school or facility and be inclusive of all neighborhoods and communities involved.
3. Schools and facilities may be named for local persons who have contributed to public education. Such person shall be deceased or retired from active duty in the district and shall have made a significant contribution to local public education as a volunteer, teacher, administrator, district employee, Board member, donor, etc.

Facilities and sites may also be named in concurrence with the street on which the site resides or the community or area of the city in which the school is located.

4. Facilities and sites may be named for famous Americans.

Process

The following process will be observed in naming schools or facilities:

1. A recommendation to name or rename a school or facility shall first be submitted in writing to the superintendent.
2. The superintendent shall then establish an advisory committee made up of community members, parents, educators and students to assist with making recommendations to the Board.
3. The advisory committee shall encourage community involvement by inviting community members to submit suggestions for names.
4. Each suggested name submitted shall include background information explaining the relevance of the proposed name.
5. For new facilities, the committee shall present a written recommendation to the Board with a minimum of three names for consideration.
6. In the instance of renaming a facility, a Board directive will be required, or a petition with a minimum of 100 signatures.
7. The committee members shall attend a Board meeting to present the suggested names and to answer questions regarding their recommendations.

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Weld County School District Re-3J, Hudson, Colorado