

NAMING AND RENAMING FACILITIES

CW  
(LOCAL)

The Board shall have final authority and responsibility for the naming and renaming of District facilities.

For the purpose of this policy, the term District facility shall apply to new and existing schools, including schools or distinct portions thereof, such as a wing or auditorium, or a District-wide facility that serves District personnel and all District students without regard to school boundary limitations.

All mascots, nicknames and descriptors—including but not limited to symbols, banners, flags, pennants, or similar identifiers—used by a school's sports teams, extracurricular clubs, curricular clubs, or organizations shall respect cultural differences and values of the District. The Board prohibits the use of any federally recognized race or ethnic group as a mascot or nickname.

Guidelines and procedures listed herein shall apply in all cases of naming or renaming of facilities or portions of facilities unless otherwise indicated.

A name shall not be considered or shall be removed from District facilities if the Board determines that the named individual, group or organization is not in compliance with the District's core beliefs and values or the terms of an agreement entered into with the District

which may include but may not be limited to: conviction of or deferred adjudication for a felony or any crime involving moral turpitude as that term is interpreted by the courts; participation in acts of discrimination, prejudice or bias on the basis of race, color, religion,, gender, gender identity, gender expression, sexual orientation, national origin, disability, age, immigration status or any other basis prohibited by law.

While the Board retains the right to name or rename individual District facilities, it may initiate a process by which it shall receive input from District stakeholders such as parents, students, employees and members of the community.

## **Process**

The process to rename an existing school may be initiated by the affected campus advisory committee, the Superintendent or by a majority of the Board.

When part of an existing facility is being considered for naming or a new name is being considered for an existing facility, the party contemplating the naming shall submit a recommendation to the Board for consideration. In the event the Board elects to move forward on a nomination, the process described in CW (Regulation) shall be followed. Any existing campus facility's nomination for a name or new name should

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have the consensus support of the principal and the campus advisory committee prior to Board approval.

When the Board is considering naming a new facility or part of an existing facility or renaming an existing facility, the following shall be followed:

1. The Board shall direct the Superintendent or designee to begin the process for naming or renaming a facility or part of an existing facility, the Superintendent shall determine and report to the Board whether a naming committee is to be used, provide a time frame for naming or renaming the facility or part of an existing facility, and inform the Board of fiscal implications.
2. An individual Board member may submit a name or names for consideration and will be subject to the same time frame established by the Board and Superintendent's process.

**Criteria**

The criteria for the naming or renaming of a District facility shall include the following:

1. A facility or part of an existing facility may be named for an individual, group, or

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- organization, for a place such as a landmark or neighborhood, or for any other reason determined by the Board.
2. The name must not already be in use by another District school or facility.
  3. If a facility or part of an existing facility is named or renamed for an individual, group, or organization, the following shall apply:
    - a. The individual may be living, or if deceased, dead for at least 12 months, prior to the submission of the individual's name for consideration by the Board. However, the Board may consider naming a facility at any time for an individual who served in the United States military and died in the line of duty.
    - b. The individual, group, or organization must embody exemplary qualities that can serve as a model of excellence and should adhere to the District's core beliefs and values.
    - c. The individual, group, or organization must have made a significant contribution, which may include a financial donation, to the District, local community, state, or nation or have a connection to the District.

A petition shall not be considered by the Board as a criterion for consideration.

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**Renaming  
Facilities or  
Portions  
Thereof**

Unless a school is repurposed or a programmatic change has been made, an officially named property shall not be eligible for renaming until 50 years after the date of the official naming or if the renaming is prohibited by law. If there is a deed restriction or donor designation, the property shall not be eligible for renaming unless the individual, group, or organization for which the facility is named is no longer in compliance with the District's core beliefs and values or the terms of an agreement entered into with the District. Officially named facilities are defined as those that have been named by the Board.

The District shall review the names of all schools and District facilities on a regular schedule to be determined by the Superintendent to ensure that names continue to comply with District core beliefs and values. The Superintendent shall determine whether a transition period is needed for fiscal or other reasons.

In the case of renaming, costs may be borne by other parties [CW(REGULATION)].

**Dedication**

A new school building or facility shall be dedicated at a ceremony held after the official naming of the facility by the Board.

**Plaque for New  
Facilities**

A plaque shall be placed in each new school building or facility. The plaque shall include

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the names of all Board members seated from the time of the term when the bond was approved by the voters and the Board seated at the time of the building's opening. The plaque shall also indicate the appropriate bond program, school name, opening year, project scope, project team leader, architect, general contractor, and the names of all Superintendents throughout the duration of the respective bond program.

**Plaque for Renovations and Additions**

A plaque may be placed in an existing facility or campus if the building is renovated or if a special purpose building is built. The Board shall, at the time of contract, determine if a plaque will be included in the specifications. If a plaque is required in the addition or special purpose building, the plaque shall follow the specifications as listed above.

**Dedications and Memorials**

Upon completion of the processes outlined in CW (Regulation) for dedications and memorials, the Superintendent shall present a recommendation to the Board to approve, approve with modifications, or reject a request to erect a memorial or similar type of addition, property, or fixture on a campus or District-wide facility.

**Process for Board Approval**

Final approval of dedications, tributes, likenesses, statues, or memorials honoring an individual, group, or organization to be erected on a campus or District-wide facility

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shall be made by the Board. A proposal submitted by the Superintendent to the Board for a memorial or similar type of addition, property, or fixture to be erected on or attached to the grounds or facilities in honor or in memory of an individual, group, or organization shall be accompanied by a written plan outlining all aspects of the memorial or similar type of addition, which includes:

1. The proposed site;
2. A short history or biographical sketch of the person, group, or organization to be honored;
3. The dedication process;
4. Any associated costs, other maintenance, or security implications; and
5. The source of funds to be used for construction, installation, maintenance, repair, replacement, and security.

The District reserves the right to modify or reject any proposal.