

NAMING FACILITIES

CW
(LOCAL)

Definitions

Facilities shall be defined as:

1. A school campus building, permanent or temporary;
2. Rooms within a school building;
3. Structures related to a school building;
4. Athletic fields and facilities; and
5. Any other building or adjacent land area that is the property of the District and the Board.

General

It shall be the responsibility of the Board to name District facilities. The Board intends that names given to school buildings and other District facilities be meaningful and appropriate.

Naming New Facilities

When naming a new facility, the Board shall consider criteria to ensure the name is meaningful and appropriate, including the following:

1. A school building may be named after a street or local, state, or national geographic area if such a name has significance and does not lead to confusion.
2. A school building may be named after a prominent person or public official who has served the District or the community with distinction, a person who has gained recognition in education or the arts, or a national hero whose name shall lend prestige and status to an institution of learning and whose life and achievements shall serve as a positive role model for students who shall attend the particular school.
3. A school building may be named after a person who donated significant property to the District whose name shall lend prestige and status to an institution of learning and whose life and achievements shall serve as a positive role model for the students who shall attend the particular school.
4. Other District facilities shall be named in a descriptive manner to identify their purpose or location, e.g., Agricultural Training Center, Student Services Center, Tax Office.
5. To avoid confusion, names for schools shall not be duplicated in north-central Texas in Dallas, Collin, and Rockwall Counties.

Renaming Facilities

In situations deemed unusual or appropriate, the Board may rename school facilities or portions thereof. In such situations, the Board shall apply the criteria for naming new facilities. If a facility is renamed, appropriate use of the former name should be determined before a change is approved. To avoid confusion, name

NAMING FACILITIES

CW
(LOCAL)

changes should only occur during the summer before the beginning of a school year, except in unusual circumstances.

**Naming
Recommendations**

The Superintendent, in most instances, shall submit the recommendations for names for facilities when needed. The Board may also initiate recommendations for facility names. In developing recommendations for facility names, the Superintendent shall maintain appropriate records of the research or other information gathered in considering a name for recommendation as well as any input from stakeholders the Superintendent may have received. Any recommendations not acted on by the Board within ten years must be resubmitted.

Each proposed name shall be submitted with a detailed biography and a brief written rationale to support the recommendation. The submission should include biographical data and an account of the person's significant contributions, if the recommended name is a person, and an explanation of the significance of the name if it is a geographic site or landmark.

Guidelines

The following guidelines may be considered when selecting facility names for a person, living or dead:

- Does he or she embody exemplary human qualities that can serve as a model of excellence for students who attend the facility;
- Does he or she have a background of service to adults and children of the community, the state, or the nation; and
- Is the name already used by another school or similar facility within the geographic area described above.

Dedication Plaques

A dedication plaque may be placed in each new school building or facility. The plaque shall include the names of all Board members seated from the time of the term when the bond was approved by the voters through the term of the Board seated at the time of the building's dedication. The plaque shall also state the appropriate bond program, school name, dedication date, names of all Superintendents throughout the duration of the respective bond program, and the names of the architect and general contractor.

**Public Dedications,
Permanent
Structures, and
Symbols**

The Superintendent shall develop guidelines to ensure implementation of this policy, including:

- Public dedication of new school facilities and major additions to facilities.
- Plans to erect any permanent structure at a facility such as a sign or statue.
- Approval of official school colors, official school nicknames, mascots, insignia, emblems, banners, flags, or pennants.