

The following are samples of unique local policies developed by districts that wish to spell out rules for naming buildings or other facilities.

Sample #1

The Board has sole discretion for naming any facility in the District.

For newly constructed schools or other District facilities; including portions of a building such as wings, annexes, libraries, auditoriums, gymnasiums, drives located on school property, and the like; the Board shall select a name in accordance with the criteria described below.

Criteria for Name Selection

In selecting names for a school or a District facility, the Board shall consider names that will have a significant meaning to students and the community. The Board shall choose a name that falls in at least one of the following categories:

1. Local geographical names related to the area where the school or facility is located;
2. Names of historical significance to the geographical area or to local, state, or national historic events;
3. Names identifying the program housed in the facility or the function of the facility; or
4. Distinguished educators or Board members who have retired from service to the District.

Sample #2

Guidelines

The District shall apply the following guidelines when naming school buildings or other facilities in the District:

1. A facility may be named for a person who has served the District or community, especially in service to children.
2. A facility may be named for a local, state, or national heroic figure.
3. If choosing to memorialize a person in the name of a facility, the Board shall not bestow the honor while the person is living. Any person nominated for a memorial must have made a

significant contribution to society or to public education, and his or her name must lend prestige to a facility.

4. A facility may be named for a local residential or geographic area or a state or national landmark.
5. A facility to be named shall be a separate structure or campus. An identifiable existing facility or campus shall not be fragmented by renaming portions of the structure or campus.

Recommendation Process

The Board may direct the Superintendent to solicit recommendations of names from staff, students, and the community.

The Superintendent may appoint a committee to solicit and review recommendations of names. A naming committee may include employee representatives from existing campuses, as well as community residents who are not employees.

The committee shall submit to the Board, within a time frame established by the Board, three recommended names for the campus or facility to be named.

Board Decision

The Board retains the final authority for the decision in naming facilities.

Sample #3

New Schools

Any new school may be named for one of the following:

1. A deceased, distinguished educator (local, state, or national).
2. A deceased, distinguished, historical person (local, state, or national).
3. A deceased, prominent local citizen.
4. A local, state, or national historical event or place.
5. The street on which the school is located or the subdivision surrounding it.

Any resident of the District may suggest a name to the Superintendent.

The Board shall consider suggestions of a new school name for at least two consecutive regular meetings before making a decision.

Sample #4

The Board may name a District facility, or a portion of a building, such as a library or auditorium:

1. To reflect the name of the residential community or communities the facility serves;
 2. For a local geographic area or feature, or after local municipalities; or
 3. To honor an outstanding person.
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Sample #5**New Schools**

The Board shall accept nominations for the names of new schools from District residents or groups located within the District.

Time Frame

The Superintendent shall announce a time period for receipt of written nominations, within a time frame that would permit the Board to deliberate on the nominations and make a selection prior to the opening of the new school. The Superintendent shall submit to the Board the nominations, with the supporting information.

Criteria

The Board shall apply the following criteria when considering a person's name for a new facility:

1. The person must have made exceptional contributions to the improvement of public education.
 2. The person must represent exemplary human qualities that can serve as a model of excellence for the students who will attend the school.
 3. The person may be living or deceased; however, the Board shall give preference to the name of a person who is no longer living.
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Sample #6

The Board shall name each new elementary school with the name of the residential development in which the school is located.

Each new middle school shall be named after a Texas hero.

Each new high school shall be named after a historical or geographical landmark of this region.

Sample #7

When naming a school building or another facility in the District, the Board shall apply the following guidelines:

1. A facility may be named after a person who has served the District or community.
2. A facility may be named after any local, state, or national heroic figure.
3. A facility may be named after any local, state, or national geographic area.

A person whose name is considered must have made a significant contribution to society and/or education, and the name should lend prestige and status to an institution of learning.
