



Naming Facilities

Fort Smith School District

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POLICY 7.21

7.21—NAMING SCHOOL FACILITIES & MASCOTS

FACILITIES

Except as otherwise permitted in this policy or Arkansas law, the District shall not name any building, structure, or facility, paid for in whole or in part with District funds, for an individual living at the time of its completion who, in the ten (10) years preceding its construction, was elected, or held, a federal, state, county, or municipal office and received a salary for his/her service.

Exceptions to the preceding paragraph may be made when a building, structure, or facility is constructed through the use of at least 50% private funds or, the name refers to:

1. an individual(s) living at the time of its completion and who has historical significance;
2. an individual who is or has been a prisoner of war; or
3. a living individual who is at least 75 years of age and is retired.

POLICY 7.21

Subject to the above requirements, a facility may be named or renamed to:

1. Recognize the facility's location, geography, natural land feature, and/or history;
2. Commemorate places, people, or events that are of continued importance to the town, region, state, and/or nation; or
3. Honor a significant financial donor of funds used to renovate or construct the facility.

Any facility name adopted after the effective date of this Policy must portray a strong positive image that should stand the test of time.

POLICY 7.21

Facilities shall be named according to the following guidelines:

1. The administration shall solicit nominations for facility names from the public via appropriate means;
2. The facility names meeting the requirements of this Policy will be published by the District for a period of not less than 30 days;
3. The Board may choose to delegate the determination of facility names meeting the requirements of this Policy to a committee appointed by the Board;
4. The published facility names shall be studied by the Board at a Board meeting in which the patrons of the District will be afforded the opportunity for public comment for a duration to be determined by the Board; and
5. The Board shall by majority vote adopt the facility name at a Board meeting that is held no earlier than the next regular, called, or special meeting following the meeting at which the Board studied the proposed facility names.

PROCESS AND SUMMARY

Generally, you can name a facility to:

- Recognize the facility's location, geography, natural land feature, and/or history;
- Commemorate places, people, or events that are of continued importance to the town, region, state, and/or nation; or
- Honor a significant financial donor of funds used to renovate or construct the facility;

As long as the name portrays a strong positive image that should stand the test of time.

PROCESS AND SUMMARY

To name a facility, you must:

- Solicit nominations from the public;
- Publish the compliant nominated names for a period of not less than 30 days;
- Study the published facility names at a Board meeting in which the patrons of the District will be afforded the opportunity for public comment; and
- Adopt the facility name by majority vote at a Board meeting that is held no earlier than the next regular, called, or special meeting following the meeting at which the Board studied the proposed facility names.

PROCESS AND SUMMARY

To name a facility, you may choose to delegate the determination of facility names meeting the requirements of this Policy to a committee appointed by the Board.

PROCESS AND SUMMARY

To name a facility after a living public servant, additional requirements may apply.

Thank you!
