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## Naming Process for New High School

### Situation

The new high school in the South Cooper Mt. area needs a name. **Board Policy FF** provides guidance about naming new schools.

### Background

Board Policy FF stipulates the following:

- The School Board will select the name for the school.
- Preference will be given to names associated with the community.
- Names of historical persons, places and events may be subsequently considered.
- Names of person who are living or have been deceased less than three years will not be considered.

The Communications & Community Involvement Department assists the School Board in determining the process and timeline. The following are some of the steps involved:

- Publicize naming process and open community nominating process in concert with school planning principal
- School Planning Principal engages their community in nominating names - one month
- Community/public process: nominations from community are accepted for one month
- Researchers/writers and Communications & Community Involvement Dept. (CCI) to conduct historical research of the area- early settlers, homesteaders, Native American tribes, etc.
- Compile and finalize materials and report for School Board: CCI Dept. and researchers/writers
- Set two School Board Meetings: generally the School Board has two readings, the first, to receive the school naming report, and the second, to select the name
- Name is selected and publicized

### Here is a potential timeline:

- **May 2016:** announce naming process and timeline
- **May - August 2016:** CCI Dept. completes historical research and writes this section of report
- **August - September 2016:** publicize naming process and timeline
- **August - October 3, 2016:** planning principal work with their community to gather nominations
- **August - October 3, 2016:** community nominations accepted
- **October 2016:** CCI Dept. compiles naming report including historical research and community nominations
- **Late October 2016:** first School Board reading- report is presented to the School Board
- **November 2016:** second School Board reading and selection of school name

**Recommendation:** It is recommended that the School Board discuss the naming process and approve the timeline for naming the new high school.

*District Goal: WE empower all students to achieve post-high school success.*

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