

REQUEST FOR NAMING OR RENAMING OF FACILITIES

Requested By: \_\_\_\_\_

Robin Jackson,  
IVHS Office  
Manager & Bruce  
Reece, Athletic  
Director, Illinois  
Valley HS

Name of Contact Person: Casey Alderson

Address: 625 E. River Street, Cave Junction OR 97523

Date of Request: March 7<sup>th</sup>, 2018 Phone Number: 541-592-2116

Facility or Portion of Facility:

Track facility at Illinois Valley High School

Proposed Name: Janie Pope Memorial Track

Detailed Reason for Request.: (Continuøon back of form)

SEE ATTACHED

**ADVISORY COMMITTEE ACTION**

**Proposed Committee Members:**

Members: Bruce Reece, Robin Jackson, Tanner Smith, Patricia Dees (community member), Casey Alderson (District Office Administrator)

Meeting Date: March 7<sup>th</sup>, 2018 request to proceed, April 18<sup>th</sup> final approval requested

Date/Method of Publicizing Information to Community: Committee will request for final approval at the April 18<sup>th</sup> Board Meeting at Illinois Valley High School

Nomination of Additional Names (If applicable) \_\_\_\_\_

Recommendation to Board: \_\_\_\_\_

Reasons for Recommendation: \_\_\_\_\_

Association Costs: \_\_\_\_\_

**Action Taken:**

APPROVE

NOT APPROVE

*JCSDForm607*

We are requesting approval to move forward with planning and recommendations to honor Janie Pope to honor her memory for the many years of service to the students of Illinois Valley High School and to the community of Cave Junction in the Illinois Valley.

Janie was an employee for Three Rivers School District for over 25 years and a graduate of IVHS. During that time, she worked in Food Service, classrooms, as the Athletic Secretary, and as the Office Manager of IVHS. She was an avid runner and spent many years volunteering as a Cross Country and Track and Field Coach. She was always encouraging and inspired many youth from the Illinois Valley to be the best person they could be as an athlete or just in general. She was viewed by many as the most positive caring individual they knew and had a tremendous impact on those that knew her.

Janie was also an active member of the IVHS Alumni Association and very involved in the community. I am positive I could provide hundreds of testimonials if necessary for your review.

Please consider this request. It would be an honor to her, her family, her classmates, the IVHS Community, and her school.

We have already collected over \$500 in donations from her classmates who want something done in her name.

Thank you for your consideration,

Robin Jackson, Class of 1973  
Current Office Manager IVHS

# Three Rivers School District

8550 New Hope Rd• PO Box 160 • Murphy, OR 97533

Policy: FF  
Adopted: 3/20/06

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## NAMING OF DISTRICT FACILITIES

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The Board makes the final decision in naming or renaming all school facilities or portions of facilities. Consideration may be given to geographic location, historic events, or to local, state, national or international citizens who have made a significant contribution to humanity. Such persons may be living or honored posthumously, but may not be staff members of the District at the time the honor is bestowed.

The general procedure for selecting a name for a portion of or an entire facility, or renaming a facility, is as follows:

1. Nominations for names from the community and/or staff shall be on a request form provided by the District and transmitted to the Board . The form shall include a written statement by the nominators giving the reasons for the request.
2. The committee may nominate additional names for consideration when it is appropriate The committee will publicize the request to name or rename a facility to the District's patrons
3. Upon receipt of a nomination, the Board will appoint an advisory committee, consisting of seven members, to consider such a request. Membership will include members of the general community, and may include teachers, students and administrators. A District Office administrator will serve as the chairperson of the committee.
- 4.- The advisory committee's recommendation will include the reason for the acceptance or rejection of the request. If the committee supports the request, District Office staff will forecast the costs associated with the proposed renaming.
5. The committee will contact all individuals, or, if deceased, their immediate families, for approval (in writing) prior to any name being taken to the Board for final consideration.
6. This committee will then take its recommendation the Board for a final decision.
7. The Board shall then make the final selection of the name from the name(s) submitted by the committee, direct the committee to reconsider their recommendations and submit a revised list, or make a selection of its own choice.

END OF POLICY

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Legal Reference(s):

ORS 332.107