

NAMING OF SCHOOL AND EDUCATIONAL SUPPORT FACILITIES

It shall be the responsibility of the Bonneville Joint School District No. 93 Board of Trustees to adopt official names for new schools and educational support facilities. The Board recognizes that school and facility names are vital to the District's image. Therefore, emphasis will be placed on the honor and integrity that a name will reflect and on effective communication during the selection process.

Guidelines

In the deliberation of potential names, the following shall be considered:

1. The name may reflect a logical association with the new school or facility, such as location, community, subdivision, historical connection, geographical feature, etc.
2. No school or facility will be named for a living person, without the express approval from the Board of Trustees.
 - a. The name may be that of a significant individual or event, such as recognition of a significant educational contribution by a resident or family.
 - b. If a community member chooses to gift the school district with land for a school or make a substantial contribution for a building or a program in a school, the Board of Trustees may consider recognizing the contribution by naming a school or facility after the benefactor.
3. If the proposed name honors a person, the honoree must be deceased for at least three (3) years (except as noted in number 2 above) and have made a significant educational, historical, or social contribution in the community.
4. Care should be taken to avoid similarities with the names of existing schools within the District and surrounding area.
5. For any facility financed with bonds issued by the District, the District will obtain a legal opinion from Bond Counsel that the naming selection shall not result in impermissible private use under IRS regulations, or otherwise affect the tax exemption of the District's bonds.

Role of the Board of Trustees

1. The Board of Trustees shall have the prerogative to name a school or facility, or it may utilize an advisory committee for gathering input and making recommendations.

2. The Board is not obligated to accept any of the names proposed by an advisory committee and reserves the right to make the final determination, even though community and school recommendations may be provided.

Role of the Advisory Committee

The Board may authorize the formation of an advisory committee under the direction of the Superintendent/designee for the purpose of gathering input regarding names for new schools and possibly for facilities.

1. Members may include teachers, parents, principals, District Office personnel, students, and the Trustee for the area where the school is located.
2. All names offered by committee members will be considered using the guidelines listed above.
 - a. The three (3) most preferred names will be selected through a secret ballot process.
 - b. The name receiving the greatest number of votes will become the committee's first choice, the name receiving the second largest number of votes will be the committee's second choice and the one receiving the third greatest number will be the third choice.
 - c. The committee Chairperson will forward the committee's preferred list to the Superintendent/designee, without publishing or announcing the results.
3. Upon forwarding the preferred list, the committee's task is accomplished and it will be disbanded.

Role of the Superintendent/designee in Naming New Schools

1. The Superintendent/designee will accept proposals for names of new schools from the advisory committee.
 - a. Information for a Board agenda item that includes the committee's three (3) preferred names along with appropriate background material for each will be prepared.
 - b. The Superintendent/designee will review and discuss proposals from the advisory committee at the Board meeting.

2. Once the Board has voted on and accepted a name, the Superintendent/designee is responsible for advising District employees, patrons, and, if applicable, the media of the approved name.

Role of the Superintendent/designee in Naming Other Facilities

1. Typically, the Bonneville School District will not name District facilities, i.e., gymnasium, auditorium, playfield, sports facilities, etc., that are a part of an existing school location.
2. If an individual or a group desires a particular structure be named, the request must be given to the Superintendent to be reviewed and evaluated.
3. If the Superintendent determines that special circumstances exist that would justify an independent name for a portion of an existing facility, he/she will present the request to the Board of Trustees.
4. The Board of Trustees will decide if the particular facility should be named.
5. If the Board of Trustees decides to name the structure, it may independently authorize a name or go through the advisory committee process to receive recommended names as delineated above.
6. If the Board votes on and accepts a name, the Superintendent/designee is responsible for advising District employees, patrons, and, if applicable, the media.

Building Plaques

1. It is general practice to recognize those elected officials and others who have been responsible for the construction of the new buildings by having an appropriate plaque installed in the new construction project.
2. The plaque may include the following information:
 - a. The name of the school or other facility;
 - b. The Board-approved construction date. (Such date is considered to be that date upon which the Board acts to award the bid for the construction of the school or other facility);
 - c. Names of the Board members and clerk as of the Board-approved construction date;
 - d. Name of the Superintendent;
 - e. Name of the Deputy Superintendent;

- f. Name of the architect;
- g. Name of the contractor; and
- h. Names of other District Directors as deemed appropriate.

Dedication

A formal dedication of new schools or educational support facilities shall take place on a date and time approved by the Board of Trustees.

DEFINITION

Facility / Facilities: includes any school, building, structure, room, laboratory, administrative unit, open space, or other physical improvement or natural feature of a school campus or of other property under the administrative control of the Bonneville Joint School District No. 93 Board of Trustees.

Adopted 04-13-2005 Reviewed

Revised 01-09-2019