

POLICY 7400

NAMING OR RENAMING DISTRICT-OWNED PROPERTY

The School Board shall be responsible for naming or renaming district-owned property. Name recommendations shall be made in accordance with district guidelines outlined in Rule 7400.

For the purpose of this policy, district facilities shall be defined as schools, district office buildings, auditoriums, athletic facilities, athletic fields and field houses. Other spaces shall be defined as any other areas in or around a district facility other than an actual school building, district office building, auditorium, athletic facility, athletic fields or field house (e.g. pond, library, courtyard, green space, etc.).

LEGAL REF.: Wisconsin Statutes
Section 120.12(1) (Care and management of school property)

CROSS REF.: Policy 1131, Memorials/Dedications within Schools
Policy 8860 – Citizen Advisory Committees

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: June 10, 1991

REVISED: January 12, 1999
September 11, 2001
September 25, 2007
November 28, 2017

RULE 7400

NAMING OR RENAMING DISTRICT-OWNED PROPERTY

At the request of the School Board, a naming committee shall be formed in accordance with Policy 8860 Citizen Advisory Committees to research and present recommendations along with supporting evidence to the School Board when naming or renaming district-owned property, including facilities or other spaces. Individuals interested in renaming a facility or dedicating other spaces must submit their request in writing to the School Board for consideration.

For the purpose of this policy, district facilities shall be defined as schools, district office buildings, auditoriums, athletic facilities, athletic fields and field houses. Other spaces shall be defined as any other areas in or around a district facility other than an actual school building, district office building, auditorium, athletic facility, athletic fields or field house (e.g. pond, library, courtyard, green space, etc.). The duties of the naming committee shall include compiling a list of name recommendations and submitting them in rank order (#1 being the top choice) to the School Board for consideration.

- a. NOTE: The School Board will consider all names submitted by the committee and reserves the right to choose a name other than the #1 choice submitted by the committee.
- b. The committee may use the following sources to acquire name suggestions:
 - i. Public participation
 - ii. Student participation

NAMING OR RENAMING A BUILDING

When considering potential names for district buildings, the committee shall keep in mind the following:

- a. Buildings must be named after a person or place.
 - i. Individuals must be deceased for at least two years before they may be nominated.
 - ii. Individuals who are nominated must be limited to those who have historical significance, have performed exemplary service in the community or for humanity, have displayed outstanding leadership and/or are of exemplary moral character.
 - iii. Places that are nominated must be very well known and have a great deal of significance to the district and/or community.
- b. First consideration shall be given to local persons or places, but consideration may also be given to state, national and international persons.

DEDICATING OTHER SPACES

When considering potential names for other spaces, the committee shall keep in mind the following:

- a. Other spaces may only be named after a person.
- b. Individuals must be deceased for at least two years before they may be nominated.
- c. Individuals who are nominated must be limited to those who have historical significance, have performed exemplary service in the community or for humanity, have displayed outstanding leadership and/or are of exemplary moral character.
- d. First consideration shall be given to local persons, but consideration may also be given to state, national and international persons.