

Spearfish School District 40-2
1000 Community Relations

Board Policy

Code: 1700

NAMING FACILITIES

The Board of Education shall have sole authority to name or rename district facilities, which include buildings, athletic fields, stadiums, gymnasiums, libraries, fields, tracks, and multipurpose rooms. The following guidelines shall apply to requests for naming facilities (if the naming request involves a business, company or corporation, the naming proposal is to be considered under similar criteria as described below for individuals):

1. Procedure
All requests for naming facilities shall be submitted to the district Superintendent. All requests shall include the reasons the facility should be named after the proposed individual, and should include a biography of the individual to be honored, a letter of permission from the family, and other information such as funding and design plans for signage as appropriate.
2. District Naming Committee
The School Board directs the Superintendent to establish a Naming Committee composed of diverse membership from the community, school staff, and student population. The Naming Committee will consider all naming proposals, design a reasonable and fair process for evaluation, review and consideration of the proposal, and decide whether to recommend a naming or renaming to the School Board. The Naming Committee, under the direction of the Superintendent, shall set its own rules and procedures for meetings.
3. Criteria for Facility Names
The Naming Committee and Board of Education shall consider the following questions when deciding on a naming request:
 - A. What is the individual's moral character and contribution to education?
 - B. What is the individual's connection to the facility? In order to be meaningful, there should be a real or symbolic connection between the individual and the facility.
 - C. What is the reaction of the district community, based on input from community members, including school staff, parent organizations, and other sources?
4. Signage Plans
Signage plans are to be reviewed by the district's facilities committee, with final plans submitted to the Board of Education for final ratification.
5. Distribution of Revenue
Revenue generated as a result of facility naming shall be distributed as directed by the Board of Education:
 - A. to existing school funds; or
 - B. to the Spearfish Foundation for Public Education.

Approved	<u>December 11, 2006</u>
Reviewed	<u>January 10, 2011</u>
Reviewed	<u>December 2019</u>