



Responsible Office: Office of the Superintendent

BOARD POLICY 7110

NAMING OF SCHOOLS AND OTHER DISTRICT FACILITIES

PURPOSE

The Board of Trustees (Board) adopts this Board Policy to create standards for the naming process.

POLICY

1. It is the responsibility of the Board to select and adopt the names of Washoe County School District (District) schools and facilities, to include portions of a school or facility, which shall be conducted as a cooperative effort between the District, the involved school(s), and the community.
2. Naming, facilities, portions thereof, renaming, and commemorative plaques
 - a. Public input shall be solicited, and nominations taken for potential names for a school, facility, portion thereof, or, if appropriate, re-naming of a school or facility.
 - i. Renaming. If there is strong interest within the community, or in the case of other appropriate circumstances, the Board will consider renaming an existing school. Renaming shall follow this Board Policy and applicable regulation.
 - ii. Only the Board may approve the naming of a portion of a school facility, to include athletic facilities, or any non-school facility. Requests received to name a portion of a school facility, to include athletic facilities, to generate financial gain are prohibited unless expressly approved by the Board.
 - iii. School name enhancement. A school name enhancement is the act of enhancing the name of an existing school through the addition of a descriptor in the school title. Any school name enhancements shall be brought to the Board for approval.
 - b. Events or people of outstanding significance to the school or school community, such as a school's namesake, may be commemorated by a plaque or memorial, with the approval of the Board.

3. School Naming Committee

- a. The Board hereby establishes a School Naming Committee (Committee) to make recommendations to the Board regarding the naming or renaming of the schools, portions of schools, and/or facilities.
- b. The Committee shall consider potential names, based on the following criteria:
 - i. School Naming Criteria. Submitted names from the approved School Naming Categories will be considered based on the following criteria:
 - 1) Role in education;
 - 2) Impact to the Washoe County community;
 - 3) Public Service;
 - 4) Historical Significance;
 - 5) Geographic Significance; and
 - 6) Contributions (land, monetary, volunteerism, etc.) which support the education of students through the District's Mission.
 - ii. The School Naming Committee may adopt a list of names to be automatically considered as semi-finalists for future schools.
- c. School Naming Categories
 - i. School names will be considered from the following categories:
 - 1) Any geographical or geological name (e.g., a residential development name, a commonly referred to name of a neighborhood);
 - 2) The name of a distinguished citizen or former District employee, to honor or memorialize the individual under extraordinary circumstances. Such circumstances could include the loss of life in the performance of service to benefit or support the District or demonstration of outstanding service to the District, students, and/or community; and
 - 3) Any name of a person gaining state or national prominence.

- ii. Living person. The name of a living person may be considered under the following conditions:
 - 1) Names of living individuals shall be considered when such person has made significant contributions to or had significant involvement with education;
 - 2) Names of members of the Board shall not be considered while actively serving on the Board, nor for at least two (2) years from the last day of service as a member of the Board or his/her death;
 - 3) Names of District employees shall not be considered while actively employed either full-time, part-time or as a consultant to the District, nor for at least two (2) years from the last date of employment or death;
 - 4) A name may not be considered if an existing school, or facility, or portion of a school or facility, is already and actively named for that person; and
 - 5) Names of elected officials shall not be considered while they are actively serving in public office.
4. The Board hereby directs the Superintendent to adopt an Administrative Regulation to implement and maintain the purpose of this Board Policy. The Superintendent shall include in the Administrative Regulation the following provisions:
 - a. Community engagement using available media to inform administrators, faculty and staff, students, parents/guardians, and the community of the name submission and selection process including details of the selection rubric;
 - b. Membership of the Committee;
 - c. Rescinding a school or facility name;
 - d. School name enhancement;
 - e. Reasonable efforts to contact family members or next of kin of potential local namesakes; and
 - f. Any other applicable language necessary to carry out the intent of this policy.

LEGAL REQUIREMENTS AND ASSOCIATED DOCUMENTS

1. This Board Policy complies with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC), to include:
 - a. NRS Chapter 338, Public Works, and specifically:
 - i. NRS 338.200, Prohibition against naming public building or structure after member of governing body; and
 - b. NRS Chapter 393, School Property.

REVISION HISTORY

Date	Revision	Modification
07/28/1967	1.0	Original version of this policy was adopted as Board Policy 7551, Naming of Schools
11/24/1992	1.1	Revised
06/23/2009	1.2	Original version of this policy was deleted
01/14/2014	2.0	Adopted new version of policy
03/14/2017	3.0	Revised: To allow naming of schools/facilities of a living person
09/12/2017	4.0	Revised: Added criteria for naming
06/25/2019	5.0	Revised: To allow Naming Committee to retain unselected names for future consideration
07/26/2022	6.0	Revised: Update format and clarify language