



SECTION VI: BUSINESS & TECHNOLOGY POLICY 6135

NAMING SCHOOL FACILITIES

Purpose: It is the responsibility of the Board of Education to adopt official names for public school facilities. In fulfilling this responsibility, the Board will establish an equitable process for naming school facilities, and will make every effort to respect community preferences. Although the Board will consider recommendations for school facility names, the final responsibility for naming a school building or facility rests with the Board of Education.

Naming Process

When a school site is purchased, or a planning project for a new school facility is initiated, the Superintendent will establish a temporary, generic name to designate the site or building for planning purposes. Prior to the opening of a new site or facility, the Superintendent shall establish a naming committee comprised of affected community members, administrators, staff, and students to develop a list of names for recommendation to the Board of Education. The naming committee shall follow the guidelines established by this policy in developing the list of recommended names. The naming committee may designate its top preference(s) on the list. The Board may select from among the recommended names or ask the naming committee to submit additional recommendations.

If an existing school site, facility, specified areas within or around school sites, or other District facilities, including athletic facilities, are being named or renamed according to location and/or function (e.g. Freshman Academy, Senior High School, Gymnasium, etc.), the Superintendent may forego the naming committee process, and recommend a name to the Board. At the discretion of the Superintendent, other methods may be used to get input or generate potential names for consideration (i.e. survey, poll, naming contest, etc.).

Naming Guidelines

Geographic, historic, functional or neutral names are preferred for schools and facilities (e.g. Leisure Park, Liberty, and Centennial). Names with potentially negative connotations should be avoided.

An individual's name may be considered for a school or facility, with preference given to deceased (for at least three years) historical figures or distinguished persons who have been previously recognized for their sacrifice or outstanding contributions made to education, the state or the nation.

Renaming a School or Facility

If there is strong interest within the community, the Board of Education will consider requests to rename existing school facilities. If the Board decides to proceed with a renaming, the procedures outlined in the Naming Process above will be followed.

Special Requests

Requests to name a school, facility or portion of a school facility based on a financial contribution to the District must be expressly approved by the Board of Education.

Honors or memorials to students, faculty/staff, administrators, Board members, or others associated with the District may be done through the purchase of items such as plaques, benches, tables, etc.



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The purchase and location of all such items must be approved in advance by the Board based on a recommendation by the Superintendent.

Source: *Broken Arrow Board of Education, policy adoption, October 26, 2009.*
 Broken Arrow Board of Education, policy revised, May 12, 2014.
 Broken Arrow Board of Education policy revised, July 10, 2017.
 Broken Arrow Board of Education policy revised, October 11, 2021.