

# AP 710 NAMING OF FACILITIES POLICY #710 NAMING OF FACILITIES



## RATIONALE:

When naming a new facility, the Board will commit to a process that follows reasonable consultation with students, parents, school and District staff. The final name selection of any Board owned facility or part of a facility remains the responsibility of the Board. The Board may consider a proposal to re-name a facility or parts of facilities only under exceptional circumstances.

## PROCESS:

### 1. Naming of a New Board-Owned Facility

- 1.1 The Board of Education will authorize an ad hoc committee to lead the process of naming a facility. The process of naming a new facility will begin as soon as possible once a project has funding approval. The committee may consist of a:
  - a. Trustee
  - b. IEC representative
  - c. IUOE representative
  - d. CCTA representative
  - e. PVPA representative
  - f. DPAC representative
  - g. Student representative
  - h. Director of Instruction
  - i. Member of the local community
- 1.2 The Board will direct District staff to proceed with the following process: Request naming suggestions, along with rationale or explanation, from the broad community be submitted to the Secretary-Treasurer.
  - a. All submissions by members of the public will be held in confidence.
  - b. Submission deadlines should allow for an appropriate length of time to receive suggestions and still allow enough time for the committee and the Board to consider them.
- 1.3 The committee will receive, in confidence, all submissions from members of the public and provide a summary of the submissions received and will provide such summary and no more than three recommended names to the Board.
- 1.4 The final selection will be made by the Board and released to the public at a public Board meeting. The Board is not bound by the recommendations of the committee.
- 1.5 Once approved an official public dedication ceremony may be held.

## **2. Re-Naming of a Replacement School**

- 2.1 When a replacement school is constructed in a community, an existing Parent Advisory Committee of that school may request, by motion and written request to the Board of Education, to have the facility renamed. Should the Board approve the request to rename the replacement school, the naming process that is listed above (process A) for the naming of a new a Board school owned will apply.

## **3. Naming of Parts of Board Owned Facilities**

- 3.1. The Board may consider naming part of a Board owned school (library, gymnasium, hall, theatre, band room etc.) on its own initiative or at the suggestions of a member of the public. If the Board decides to seek submissions from the public, it may follow the same process as that listed for the naming of new Board owned school.

## **4. Contributions in Exchange for Naming Recognition**

- 4.1 Where an individual, business, organization or others provide a contribution in exchange for naming recognition associated with a Board owned school, either in financial contributions or in-kind contributions, the Board of Education must follow the policy set out by the Province of BC, Naming Privileges Policy. This policy requires an application to be completed and submitted to the Province for consideration. Approval must be received prior to releasing the name to the Public.