

SCHOOL DISTRICT OF PITTSVILLE
BOARD POLICY

FACILITIES DEVELOPMENT

CRITERIA FOR NAMING A SCHOOL OR OTHER FACILITY OR AREA AFTER A PERSON 940-Rule

1. A proposal to name a school or other District facility, or any area of a school or facility, after a person shall meet the following minimum requirements:
 - a. If the proposal seeks to use the name of a living person, the District shall obtain that person's written permission to use his/her name before approving the name.
 - b. For proposals involving the name of a deceased person, the proposal should be submitted no earlier than **two years** after the date of a person's death, unless waived by the school board.
 - c. A school shall not be named after a living person. A proposal to name a major district facility (other than a school) after a living person must address the concern that it is difficult to evaluate how future events may affect the appropriateness of selecting such a person's name as a permanent name for a major facility.
 - d. The Board will not consider proposals to name a school, major facility, or an area of a facility, after any district official, employee or student who is still serving/attending the District. If the proposal to name a major facility or an area of a facility uses the name of a former District official, former staff member, or former student who is still living, the proposal should be submitted no earlier than **10 years** after the last date of service/attendance. Unless waived by the school board.
2. The following criteria shall be considered when evaluating any proposal to name any school or district facility, or any area within a school or facility, after a person:
 - a. Does the proposed name positively reflect and exemplify the mission, vision and ideals of the school district?
 - b. Did the person make an extraordinary contribution within the fields of education, science, art, business, or philanthropy and/or serve an extraordinary role in history or as a leader in the community?
 - c. Has the person consistently exhibited exemplary moral character?
 - d. To the extent any facility or area of a facility might be named after a major financial contributor, without whom the facility or area would not have been possible, does the proposal equitably balance and provide a means of recognizing other important contributions to the project?
 - e. Will the reason for the naming proposal retain significance to future students and other future members of the school community?
3. The following additional criteria shall be considered when evaluating any proposal to name any school or district facility, or any area within a school or facility, after a former district official, former district employee, or former student:
 - a. Is the primary basis for the proposal the fact that the individual made an extraordinary contribution to the school community?
 - b. If the proposal uses the name of a former student, is the primary basis for the proposal an attempt to recognize the individual's extraordinary accomplishments after completing his/her education and for which his/her education was instrumental?
 - c. Is the proposal equitable to other individuals who have made a similar contribution to the school district or community in the past, or who may make a similar contribution in the future?

Naming proposals based primarily upon longevity of service to the District, or proposals that follow a personal tragedy (e.g., an illness) will normally be redirected to find other appropriate means of recognition or remembrance.

First Reading of Updates: January 13, 2025
Second Reading/Approval of Updates: February 10, 2025