

#648520

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### **Naming of Facilities**

The St. James-Assiniboia School Board recognizes, consistent with its role of stewardship that naming or renaming a facility presents the opportunity and the responsibility to enhance the climate and culture of the school and divisional community.

Therefore, the naming/renaming of a facility shall take into consideration the following guidelines:

- A. Subject to consultation with Manitoba Education the Board retains definitive responsibility for the naming/renaming of all facilities within the St. James-Assiniboia School Division.
- B. For the purposes of this policy, the definition of “facility” includes, but is not limited to, a building, addition to an existing building, a specifically designated area within a building (e.g. gymnasium, theatre, hall or library), an athletic field, stadium, playground, park or other portion of the grounds of a divisional building.
- C. Recognizing that various circumstances may compel or precede the naming of a facility, the Board delegates to the Superintendent/CEO the responsibility for developing an appropriate process that will include school division community consultation.
- D. Requests to rename a facility by a member of or group within the divisional or local school community, or by parties external to the divisional community, must include a rationale and be forwarded, in writing, to the Board.
- E. The name(s) considered to name/rename a facility shall meet any or all of the following criteria, or other criteria that the Board may determine:
  - i. Support the Division Vision & Mission and respect the values of the community within which the facility is located.
  - ii. Commemorate geographical locations or landmarks, or the history of the community.
  - iii. Commemorate individuals who have made significant contributions to education in the Division or to the community, region, province, or nation.
  - iv. Consider the history of the facility and its intended use, including any unique program or focus (if applicable).

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- v. Ensure that the name does not derive from commercial or denominational bodies.
- F. To rename an existing facility in the Division, one of the following processes may occur:
  - i. The Board shall initiate and approve a proposal to rename a facility or direct the Superintendent/CEO to develop a proposal for the renaming process
  - ii. The Superintendent/CEO may recommend renaming a facility and provide a rationale and a process for the renaming
  - iii. A member of the divisional community (student, employee, parent, or community member/group) or parties external to the divisional community may forward to the Board, in writing and with a rationale, a request or suggestion to rename a facility; whereupon the Board will refer the request to the Superintendent/CEO for review and recommendation.
- G. The Superintendent/CEO will inform the divisional community about any process to name/rename a facility.
- H. The Board shall publicize any decision that occurs to name/rename a facility.

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