

Policy Code: 9300 Naming Facilities

The board considers naming facilities to be a significant endeavor since the name of a facility can reflect upon the students, staff, school system and community. The decision to name a school is solely the responsibility of the Bladen County Board of Education. New schools will be named prior to letting the contract for construction. In addition to naming schools, the board of education may name existing facilities within a school, including but not limited to: athletic facilities, media centers, auditoriums and specific educational buildings. No total school will be named for an individual; only areas within total facility are eligible to be named for an individual.

When a facility is to be named, a Facility Naming Committee will be created. The superintendent (or staff designee) will serve as chairperson of the Facility Naming Committee. Other members of the committee will be as follows: (1) the Assistant Superintendent of Operations, (2) one principal, (3) one advisory council member, (4) at least one board of education member, (5) two teachers, and (6) at least two members at large.

Requests for naming a facility shall be made in writing to the Board of Education. The request shall document the reasons for the request as well as detailing the potential costs associated with the endeavor. The name(s), address, and telephone number of the person(s) making the request shall be included. The Board may conduct public hearings on the naming/renaming, if it so desires.

The committee shall follow the steps set forth in the “Administrative Procedures to be Used to Recommend the Naming of Bladen County Schools Facilities in Honor of an Individual.” In addition, the board establishes the following guidelines for naming school facilities:

1. A school facility may be named for an individual who has made significant, extraordinary and lasting contributions to the educational community.
2. A school facility may be named for a deceased individual two or more years after the person’s death.
3. A school facility may be named for a retired educator who rendered 20 or more years of service to the Bladen County School System after two years of retirement.
4. A school facility may not be named for school staff, faculty or anyone connected with the functions or control of the Board of Education as long as the relationship exists.

Legal References: [G.S. 115C-36, -47](#)

Cross References: “Administrative Procedures to be Used to Recommend the Naming of Bladen County Schools Educational Facilities in Honor of an Individual”

Administrative Procedures to be Used to Recommend the Naming of Bladen County Schools Educational Facilities in Honor of an Individual

The following steps are required when school facilities are to be named for an individual as specified in Bladen County Board of Education Policy 9300.

- (1) A person or group interested in recommending the naming of a school facility will contact

the Superintendent of their intent in writing.

(2) The Superintendent will provide the individual or group with a copy of Board Policy 9300 and a copy of these procedures.

(3) After receiving the information from the Superintendent, the person or group will present in writing to the Superintendent the specific facility to be named and a clear rationale explaining why the facility should be named for a specific person.

(4) The Superintendent will appoint and convene a Facility Naming Committee as comprised in Bladen County Board of Education Policy 9300. The Superintendent (or staff designee) will chair the committee. The committee will review the nomination and determine whether or not to continue the request.

(5) If the committee determines that the request should not continue, the chairperson will write a letter to the appropriate group or individual describing the committee's rationale for not continuing the process.

(6) The individual or group may request to appear before the Board of Education and appeal the decision of the Facility Naming Committee. The Board of Education may decide to uphold the decision of the Facility Naming Committee or direct the committee to continue the process.

(7) If the Facility Naming Committee decides to continue the nomination or is directed to continue by the Board of Education, the committee chairperson will schedule a public meeting to consider additional comments and suggestions from the public.

(8) If, after hearing from the public, the committee determines that the nomination meets the entire criteria outline in Policy 9300, the committee chairperson will submit a recommendation to the Superintendent.

(9) The Superintendent will assign the issue as a business item on the Board Agenda at a regularly scheduled Board meeting.

(10) The Board of Education may choose to hear from the committee chairperson and/or Superintendent and consider their recommendation. Following a discussion of the recommendation, the Board may decide to:

- a. accept the recommendation
- b. reject the recommendation
- c. table the recommendation/request additional information

(11) Recognition of any facilities will be denoted by the attachment of a standard size wall plaque or nameplate (refer to Board Policy 9300) containing the person's name, years of service, and date of Board approval. Any exception to this recognition will be approved by the Board of Education.

(12) After Board approval, the person(s) or group sponsoring the honoree will provide funds for the plaque/nameplate and for the dedication service.

(13) A dedication service may be held.

Legal Reference: [G.S. 115C-36](#), [-47](#), Board of Education Policy 9300

Approved by the Bladen County Board of Education: December 14, 2009