

Buildings and Sites

Series 800

Policy Title: Naming Facilities

Code No. 801.6

The Marshalltown Community School District Board of Education will review all requests to honor individuals or groups by naming facilities in their honor.

Groups or persons desiring to name a facility or area in honor of any individual or group should make a written request to the Superintendent and include appropriate research and justification detailing the special significance and outstanding contributions of the person or group proposed to be honored by the naming. Requests will normally be considered only where the proposed name has special significance and the person or group has made an outstanding contribution to the school or community. Any individual person whose name is recommended must be deceased. Consideration of requests will be tempered by a concern regarding proliferation of names and commercialization of facilities.

When it is proposed that a school building, or a portion of a building or facility, be named after an individual or group, the Board will appoint a committee that will include the superintendent as chairperson, the principal of a school serving the same level, and at least eight other citizens in the community. Following a review of submitted documents, the committee will make a recommendation to the Board regarding approval or denial of the requested naming.

The group or persons making the request will be expected to provide appropriate

recognition such as a plaque, portrait, or marker for the facility.

If the naming of a facility or a portion of a facility is a condition of a gift to the District and the Board believes the size of the gift warrants such action, the Board may waive any or all requirements of this policy and approve the name designated by the donor.

The Board reserves the right of final approval for the name of any and all facilities.

Adopted: May 8, 1989

Legal Reference: (Code of Iowa)

Reviewed: December 15, 2014
June 4, 2018

Amended: September 27, 2010

Cross Reference: