

HUDSON SCHOOL DISTRICT POLICY

FF Naming, Memorializing, Recognitions and Dedication of School District Facilities

Adopted: March 7, 2022

Definitions: Facilities shall be defined as:

1. A school building, permanent or temporary
2. Rooms within a school building
3. Structures related to a school building
4. Athletic fields and facilities; and
5. Any other building or adjacent land area that is the property of the district

Guidelines

1. Hudson School District facilities, as defined above, may be named according to the following guidelines:
 - a. After a person, organization, or group that either:
 - i. achieved national, regional, state, or local prominence in the fields of education, athletic, arts and sciences, the humanities, government, civic leadership, or humanitarian causes; or
 - ii. provided philanthropic or financial support to the School District
 - b. After local or regional geographic features
 - c. After Hudson School District educational terminologies, practices, or concepts
2. Naming a facility or portions of a facility shall consider:
 - a. The proposed name shall be appropriate
 - b. The name should stand the test of time
 - c. If the name involves a person, there should be evidence of distinguished service, special school contributions (fiscal or service), or other honors earned which reflect well upon the education received in the School District. Naming a site or facility after a deceased person shall be done after a reasonable waiting period of at least one (1) year following the individual's death.
 - d. If the name involves a person, organization or group that has made or pledged significant financial contributions toward constructing or renovating a facility, the School Board will decide if replacement of any such name is warranted at any time if circumstances deem the name to be inappropriate for the School District.
 - e. Portions of school facilities shall be named according to their educational purpose; however, if another name is used, it has no implied permanence and may later be removed by the School Board.
 - f. The School Board may establish a committee, if deemed warranted, to develop a name to be recommended to the board.

- g. The School Board will make the final decision to name or rename a facility or portions of a facility; the board reserves the right to reject any proposals.

3. Memorials and Recognitions:

- a. Community or school groups who wish to memorialize or recognize the outstanding contribution of a deceased student or staff member of the school, or outstanding service of a retired staff member or former board member, or philanthropic contribution by a person, organization or group may pursue signage, plaque, or landscaping subject to the approval of the School Board after their consideration of a recommendation from the building principal, facilities director, and superintendent.
- b. Costs of signage, landscaping, or other site improvements shall be subject to School Board approval.
- c. Prior to final approval of any proposal for a physical memorial, the Facilities Director will review the proposal to determine whether the proposed memorial will result in any costs or exposure to liability to the district relative to installation or maintenance.
- d. All approved donated memorials and recognitions become School District property.

First Reading: February 17, 2022

Second Reading: March 7, 2022

Adopted: March 7, 2022