The Arlington School Board reserves to itself the responsibility to name its facilities. Arlington Public Schools facilities will be named according to the geographical or historical relationships in which the site is located. In cases where the name of an individual is proposed, the name shall be considered only after the individual has been deceased for five years following naming criteria:

- Based on the Name of an Individual who meets the following criteria:
  - a. The individual played a critical role or contributed to society in ways that supported the success and well-being of the individuals who live in Arlington County, the Commonwealth of Virginia or the United States, now and in the future.
  - b. The individual's "principal legacy" (i.e. the key activity, advocacy or accomplishment for which the individual is most known) aligns with or reflects the APS mission, vision, and core values and beliefs.
  - c. The individual has been deceased for five or more years.
- Based on Geographical or Historical Relationships, including:
  - a. Names of places in the neighboring community, Arlington or Virginia.
  - b. Emphasis should be placed on selecting names of landmarks or places that have historic or geographic significance to the Arlington community's history and the site.

## • Other Naming Criteria:

- a. School/facility names may articulate aspirations of the educational outcomes for Arlington's students;
- b. School/facility names may also reflect the instructional focus of the school;
- c. School/facility names should consider the diverse community that they serve, and
- d. Proposed names should avoid duplicating names of other schools in the region to prevent possible confusion with those schools.

The Superintendent is responsible for developing and implementing a process to present a recommendation to the School Board for approval. This process will include representation from the occupants of the school/building, the immediate neighborhood, and the broader Arlington community.

## **Requests to Rename Schools/Facilities:**

Future school renaming requests must be submitted in writing to the Arlington School Board, including the following:

- Statement of the reason for requesting the school name to be changed;
- If the request is based on objections to the current school name, the requestor should indicate how the current school name does not align with the APS School Naming Criteria that would require the name be changed. In this type of case, the request should include historical or other evidence to support the request.

If the request is not approved, the applicant will be so advised. If the School Board determines that the renaming question warrants further review, the School Board may appoint a committee to review the request and advise the School Board on the validity of the request. The committee should consider the name change question by applying the School Naming Policy Criteria,

obtaining advice and consultation as needed, and soliciting appropriate input from the school and community. Upon completion of the review, the committee will submit a report and recommendation to the School Board to consider for approval.

**September 22, 2005**