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Board Governance Policy Cross Reference: [1](#), [12](#), [13](#), [14](#), [16](#)

Administrative Procedures Cross Reference:

Form Cross Reference:

Legal/Regulatory Reference:

The Interlake School Division (ISD) recognizes that many individuals contribute to the educational success of our students. The process for the naming of a school or room by staff or community is as follows:

1. A written rationale must be submitted to the Superintendent/CEO or designate explaining why an individual deserves such an honour. Rationale will be brought forward to Board for discussion.
2. The nominating person/group must indicate what location is to be named in their honour.
3. After submission of the rationale, representatives will be asked to appear as a delegation before the School Board.
4. The School Board will refer the proposal to a divisional committee or make a decision as a committee of the whole and respond in a timely manner.