



NAMING AND RENAMING OF BOARD FACILITIES

Responsibility:	<i>Coordinating Superintendent, Business Services & Treasurer of the Board</i>
Legal References:	<u>United Nations Declaration on the Rights of Indigenous Peoples;</u> <u>Canadian Charter of Rights and Freedoms (Section 15);</u> <u>Ontario Human Rights Code (The Code);</u> <u>The Education Act.</u>
Related References:	<u>Board Policy 4020 - Naming and Renaming of Board Facilities</u>
Revisions:	<i>December 2017, September 2019, October 2021</i>
Reviewed:	<i>March 2016</i>

1. Rationale

The Waterloo Region District School Board (WRDSB) recognizes that our facilities are an integral part of the community in which they are situated. As such, the naming of a school or facility will be determined by the WRDSB following its commitment to consultation with students, parents, caregivers and families, staff and members of the local community, including local Indigenous communities.

School names will reflect the Board's commitment to promote Indigenous, equity, human rights, and inclusive learning and working environments for all students and staff.

The name of a school should be representative of our commitment to Indigenous sovereignty, equity and human rights.

2. Objectives

- 2.1. The objective of this policy is to provide the structure and process for the naming or renaming of schools in a way that aligns with the Board's commitment and legal responsibilities to Indigenous sovereignty, equity, and human rights (as per [Board Policy 1017 - Human Rights](#)).
- 2.2. No school names will cause harm to any member of the WRDSB community based on grounds protected under the [Ontario Human Rights Code](#).
- 2.3. All members of the Naming/Renaming Committee will ensure they follow the WRDSB's Code of Conduct to ensure respect and dignity for all.

3. Definitions

Definitions can be found in [Board Policy 4020 - Naming and Renaming of Board Facilities](#).

4. Responsibilities

Director of Education: The Director of Education will monitor the progress of the Naming/Renaming Committee and ensure that representation and timelines are met.

Superintendent, Student Achievement & Well-being: The Superintendent, Student Achievement & Well-being refers to the Superintendent of the area school. This individual will ensure a successful

Naming/Renaming Committee is formed and that it follows the procedural steps for school naming/renaming.

Principal: The Principal will be a member of the Naming/Renaming Committee and will serve as a liaison to ensure the school community is well informed of all developments. The Principal will ensure representation on the Naming/Renaming Committee from the student body, staff and School Council.

5. Procedures

Circumstances requiring Naming/Renaming Committees

- 5.1. In accordance with [Board Policy 4020 - Naming and Renaming of Board Facilities](#), a Naming/Renaming Committee shall be struck to name a new or consolidated school, or facility or to rename an existing school with the approval of the Board.
 - 5.1.1. Where a new board facility is built and the naming of the facility is required, a Naming Committee shall automatically be struck following notification from the Coordinating Superintendent of Business Services once an opening date has been established such that the process is concluded ten months or more prior to opening.
 - 5.1.2. Where the renaming of a facility is required due to demolition or consolidation, a Renaming Committee shall automatically be struck.
 - 5.1.3. Where the renaming of a facility is requested by the community or comes forward due to extraordinary circumstances of the board because:
 - The current name does not align with the Board's commitment or legal responsibilities to Indigenous rights, human rights, anti-oppression, anti-racism, anti-discrimination and equitable and inclusive education; or
 - The current name was appropriated from a culture or community without the necessary engagement and consultation with representatives from the community:
 - 5.1.3.1. A proposal with rationale for renaming can be submitted to the school Principal who will send it to the Superintendent of Student Achievement & Wellbeing and the Coordinating Superintendent of Business Services and Treasurer of the Board.
 - 5.1.3.2. The Coordinating Superintendent of Business Services and Treasurer of the Board will bring forth the rationale which will be voted on by the Board. If approved, a renaming committee shall be struck.
 - 5.1.3.3. Trustees may bring a motion forward to be voted on by the Board. If approved, a renaming committee shall be struck.
 - 5.1.3.4. The Board may choose to determine a request to be malicious or vexatious and may refuse to act on the request.
- 5.2. A Naming/Renaming Committee shall reflect the diverse communities that WRDSB serves and be composed of and/or consider:
 - 5.2.1. the area Trustees, or where there is only one area trustee or one or more area trustee is not able to participate, other trustees will be added so that there are two;
 - 5.2.2. the area Superintendent, Student Achievement and Well-Being or designate;
 - 5.2.3. the Principal or designate;
 - 5.2.4. one representative from the Indigenous, Equity and Human Rights Department (IEHR);
 - 5.2.5. one representative from an equity seeking group;
 - 5.2.6. one representative from an Indigenous group;
 - 5.2.7. one school community representative/member invited by the Superintendent, Student Achievement & Well-being in consultation with the Trustees;

- 5.2.8. one representative from the School Council;
 - 5.2.9. two representatives from the school's staff; and
 - 5.2.10. two representatives from the school's student population (optional JK-8).
 - 5.2.11. No two members of the committee shall be members of the same immediate family.
 - 5.2.12. All members of the committee are voting members, except the Superintendent, Student Achievement & Well-being who will chair the committee and be a non-voting member.
- 5.3. The Naming/Renaming Committee Process:
- 5.3.1 The Naming/Renaming Committee shall undertake a process to receive initial submissions for new and/or replacement names for the school/facility.
 - 5.3.2 The Naming/Renaming Committee will review and consider submissions made. Only submissions that adhere to our commitment to Indigenous sovereignty, equity and human rights will be considered.
 - 5.3.3 All submissions should include background information and context as may be appropriate to support the submission.
 - 5.3.4 The Superintendent, Student Achievement & Well-being will bring forward a report to the Board with the top three choices from the Naming/Renaming Committee to the Board of Trustees with a rationale for all three choices. The report should indicate the top choice of the Naming/Renaming Committee for the Board of Trustees' consideration.
 - 5.3.4.1 Where the report is a result of renaming, the Coordinating Superintendent of Business Services will also provide information in the report related to reasonable timelines for the implementation of the new name as well as any financial implications.
 - 5.3.5 While the Board does not have to select the top choice of the Committee, the Board must select one of the three options put forward.
 - 5.3.6 Once the Board of Trustees selects the name for the school or facility, the naming/renaming process is considered concluded.
- 5.4. The following criteria shall be applied by the Naming/Renaming Committee for the selection of a new name:
- 5.4.1. WRDSB school and facilities will not be named for individuals as of June 2021;
 - 5.4.2. In no case will any school or facility be named after a corporation or similar business.