

NANAIMO LADYSMITH PUBLIC SCHOOLS

**BUSINESS COMMITTEE
PUBLIC MEETING**

INFORMATION SHEET

DATE: October 13, 2021
TO: Business Committee
FROM: Secretary-Treasurer, Mark Wash
SUBJECT: Administrative Procedure (NEW) – Naming/Permanent Recognition

Background

On June 23, 2021, the Board of Education approved and [adopted Policy 2.19 - Naming of School Facilities or Parts of Facilities](#) (the “Policy”). At that time, staff indicated that they would be drafting an Administrative Procedure (the “AP”) to address a number of specific issues associated with the Policy. This Information Sheet highlights the new AP.

Discussion

The two main areas of focus of the AP relate to the installation of honorary or memorial plaques, benches and trees (e.g. external installations that recognize individuals but do not name a site) and immersion schools.

With respect to the installation of honorary plaques or benches, the AP restricts this practice. The rationale is that the District is put in the awkward position of reviewing the appropriateness of the individuals subject to the installation. While we acknowledge that most recognition is associated with individuals at or from the school, it is nevertheless problematic to make a determination. Further, it limits the flexibility of the District in the maintenance of facilities (e.g. a memorial tree planted where a school may potentially expand).

With respect to Immersion schools, the AP makes it clear that the word for school can be relabelled in the language of the Immersion program, however, the base words cannot.

We note that the AP does not impact plaques inside a school, the naming of an award and does not impact currently existing plaques, benches or trees.

Appendix A: Draft Administrative Procedure (New) – Naming/Permanent Recognition