

## Administrative Procedure 544

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### NAMING OF FACILITIES

#### Background

Naming a school, a portion of a school or a District facility is a matter that deserves thoughtful attention. From the name of a Catholic school, the culture and ethos of the school community will evolve. The intention of the name is to support the mission of the Catholic school to be consistent with the mission of the Catholic Church and to establish and deepen the relationship of everyone in the school with the person of Jesus Christ as members of his Body, the Church.

#### Procedures

1. The Superintendent or designate shall form a Committee for the naming of a school, a District facility, or a portion of a school.
2. The Committee may have representation from the community at large, school administration, the local teaching staff, parents and students.
3. The Committee shall engage the community to submit names for consideration. Each submission will require an explanation of its appropriateness for consideration. The number of submissions for a name shall not influence the decision. Rather, the names will be considered using the following criteria.
4. The names considered shall be in keeping with the policy and procedure of the Catholic Archdiocese of Edmonton:
  - 4.1 First consideration is given to an aspect of the mystery of Jesus Christ (Christ the King, Good Shepherd, Holy Trinity, Holy Name of Jesus, Divine Mercy, etc.).
  - 4.2 Second consideration is accorded to Our Lady, who may be named under one of her many titles (Our Lady of Grace) or in relation to her life (Nativity of Our Lady, Assumption of Mary).
  - 4.3 Third, the name of a canonized saint may be considered, since canonization is a declaration to the universal Church that the one canonized is worthy of imitation. The one after whom a school is named is, by that very fact, offered as a model for students. That model must be one of holiness, since the ultimate purpose of a Catholic school is to assist students to live holy lives. While we cannot judge the holiness of another, we rely upon the canonization process for assurance.
  - 4.4 Fourth, the name of a former Pope could be considered or the name associated with heavenly beings such as angels.
  - 4.5 Fifth, the name of a person associated with the founding of Catholic education in Alberta may also be considered, (e.g. Father Lacombe) provided there has arisen around him or her a reputation for sanctity and dedication to Christ and His Church.
  - 4.6 The name of a school will not use the possessive form. The designation is a dedication

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act not possession.

5. The final three names selected by the Committee will be submitted to the Archbishop for review before they are submitted to the Board for final choice/approval.
6. Where possible, new facilities shall be assigned names before construction begins.

Adopted: June 30, 2017

Reviewed/Revised:

Reference: Section 60, 61, 113 School Act