

NAMING FACILITIES

CW
(LOCAL)

The responsibility for naming facilities rests with the Board. School facilities shall generally be named for persons or places. If the name of a person is to be considered, that individual should have attained prominence locally or nationally in the fields of education, science, art, statesmanship, political science, or military achievement; or have been an early Texas pioneer; ~~or have been an outstanding President of the United States.~~ Persons who have or will have federal buildings named in their honor will not be considered. If the name of a place is to be considered, the criteria should include historical relevance. Students, staff, and District residents may submit nominations.

The following guidelines shall govern the naming of facilities after persons, living or deceased:

1. The nominee should have made a significant contribution to society.
2. The name should lend prestige and status to an institution of learning.
3. The nomination must be presented in a brief two paragraph statement that shall contain:
 - a. Biographical/historical data; and
 - b. Reasons justifying the choice.

The Board may, at its discretion, name portions of a building, such as the library or auditorium, for persons of prominence, living or deceased, using the guidelines established above.

Committee Membership

The Superintendent shall form a committee composed of two Board members, administrators, staff, and community members to review proposed names and forward a recommendation to the Superintendent.

Public Dedication

New school buildings and major additions to facilities shall be dedicated in a public formal ceremony. There shall be a program or open house to which the Board, students, parents, staff, and citizens are invited. All plans for the public formal opening of schools shall be made in cooperation with the principal.

Dedication Plaques

Dedication plaques shall include the following information:

1. The name of the facility;
2. The year it was completed;
3. The names of the Board members at the time the contract for the facility was awarded and at the time of dedication of the facility;

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4. The name of the Superintendent at the time the contract for the facility was awarded and at the time of dedication of the facility;
5. The name of the architect or engineer; and
6. The name of the contractor.

The plaque may include information regarding the city and state. No other information may be included in dedication plaques without Board approval.

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