

NAMING FACILITIES

CW
(LOCAL)

Board approval shall be required for the naming or renaming of all District facilities including school buildings, or portions thereof, such as libraries, auditoriums, and gymnasiums. The name of a new facility shall be determined as early as possible during the construction of the facility.

CRITERIA FOR THE
NAMING OF
FACILITIES

The criteria for the naming of a District facility shall include the following:

1. A facility may be named after a person who has served the District or community.
2. A facility may be named after any local, state, or national heroic figure.
3. A facility may be named after any local geographic area, including a subdivision.
4. A facility may be named after a District property donor.

NAMING PROCESS
FOR SCHOOL
BUILDINGS

The Board shall direct the Superintendent or designee to form and chair a naming committee for school buildings. Any individual may submit a nomination form to the Superintendent's office. The naming committee for school buildings shall review the nomination forms, forward all nominees to the Board, and recommend no more than five names to the Board. The Board reserves the right to consider all nominations.

NAMING PROCESS
FOR PORTION OF
SCHOOL BUILDINGS

Any individual may submit a nomination form for the name of a portion of a school building to the site-based decision-making committee (SBDM) of that particular school. The SBDM committee shall then make a naming recommendation to the Board.

BOARD ACTION

Consideration of the naming or renaming of a facility shall be included on the Board agenda for two consecutive meetings. At the second meeting, the Board may vote to name or rename the facility.

DEDICATION

A new school building shall be dedicated at a ceremony held after the official naming of the building by the Board.

PLAQUE FOR NEW
SCHOOL BUILDING

A plaque shall be placed in each new school building. The plaque shall include the names of all Board members seated from the time of the term when the bond was approved by the voters through the term of the Board seated at the time of the building's dedication. The plaque shall also indicate the appropriate bond program, school name, opening year, architect, general contractor, and the Superintendent.