

District: Tupelo Public School District
Section: F - Facility Expansion
Policy Code: FB - Naming of School Facilities

NAMING SCHOOL FACILITIES (DRAFT 5-8-17)

The Board will consider requests from citizens, school personnel, or school related organizations to name a portion of a building, a single facility on a campus with multiple facilities, or a specific area on a school campus for a person who is deceased or a retired educator, provided the person nominated has:

- special significance and **longstanding contributions to the school district in years of service or leadership roles**
- made an outstanding contribution to the school or school district, **monetarily or otherwise that gained significant state and/or national recognition for the district.**
- At least five years shall have elapsed following the death or retirement of such individuals prior to the consideration of the naming of facilities in their honor or memory.

Because the scope of school facilities will ultimately limit recognition through naming of school facilities, the Board authorizes establishment of specific areas in each school for the purpose of recognizing individuals who have special significance to the students, school, school district, and community. Individuals recommended for recognition in these areas must meet requirements previously stated for consideration in naming of school facilities.

The special areas in each school must meet design requirements that do not prevent educational use of the area by students. In addition, the areas must be approved by the principal and must receive the recommendation of the school's Long Range Planning Team. Final approval of the areas of recognition will be made by the Board of Trustees.

A request to name a school facility will be referred to a committee appointed by the Board for their input and recommendations. Recommendations for recognition in approved special areas will be considered by the Board based on the recommendation of the principal and the Long Range Planning Team.

All schools will be named for geographic or historical locations.

NAMES ON PLAQUES

Building plaques will recognize the contributions of the citizens of the district by inclusion of the following statement: "This Facility Was Paid For By The Taxpayers Of The Tupelo Public School District." A building plaque on projects involving new construction or major renovations to existing facilities will include the names of all members of the Board of Trustees and all superintendents serving the district from the initial approval of the project to the time of substantial completion.

The building plaque will provide the following additional information:

1. Official name of the facility

2. Board approved substantial completion date
3. Names of Board members listed alphabetically
4. Names of superintendents
5. Project Architect
6. General contractor

Last Review Date: _____
Review History:[1/1/1900][1/1/1901]

Adopted Date: 1/23/2001

Approved/Revised Date: