

NAMING FACILITIES

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NAMING FACILITIES	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. Names of new facilities shall be determined as early as possible during the construction of the facility.
CRITERIA FOR THE NAMING OF FACILITIES	<p>The criteria for the naming of District facilities shall include the following:</p> <ol style="list-style-type: none"><li>1. Facilities may be named after persons who have served the District or community.</li><li>2. Facilities may be named after any local, state, or national heroic figure.</li><li>3. Facilities may be named after any local geographic area, including subdivisions.</li><li>4. Facilities may be named for District property donors.</li></ol>
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	<p>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 shall then make a naming recommendation to the Board.</p> <p>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.</p>
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 District Superintendent.

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**DATE ISSUED:**

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