

## SCHOOL FACILITIES

Dedication of Facilities

The naming of a school shall take place in the following manner:

1. The superintendent shall select a committee of at least five community members whose purpose it shall be to submit to the Board a list of not less than three, nor more than five, names for the new school. The list shall briefly state, along with each name, why the committee nominated each name. The committee may solicit nominations from students and the community.
2. The committee shall, whenever possible, follow these guidelines:
  - a. Each name shall be known to, and significant to, the people of the District.
  - b. The names submitted shall not conflict with the names of other schools in the District or surrounding districts.
  - c. The use of names of living persons or persons whose death occurred within five years of the selection shall be avoided unless the circumstances warrant an exception.
  - d. The Board shall select the name of the new facility from the list.

In recognition of the efforts of those involved in the project, a plaque containing the following information shall be attached to a new building:

1. School name.
2. Completion or dedication date.
3. Name of all Board members (alphabetically) that served from the time of voter approval through the completion of construction.
4. Superintendent(s) that served from the time of voter approval through the completion of construction.
5. Architect and contractor names.

Formal dedication of the facility shall take place on a date and time specified by the Board.

When naming a room, gym, field or other District facility, other than schools, the Superintendent shall implement in the following manner:

1. The Superintendent shall select a committee of community members whose purpose it shall be to submit to the Board a recommendation for any proposed naming. The committee shall include a cross section of at least one District employee, parent and other community member. The recommendation shall include a statement why the committee is recommending the naming.
2. The name shall be known to and significant to the people of the District.
3. The committee recommendation shall be submitted to the Board.