

## Instruction

**SUBJECT: NAMING SCHOOL FACILITIES**

Naming facilities and property of the school district is a matter of great importance and deserves the thoughtful attention of the Board of Education. It shall be done by majority vote of the Board. The Board will consider the views of the district community including residents, staff, and students before voting.

Entire buildings may be named for geographic location, function, or an organization. They may not be named for individuals.

The Board may name the following for an individual or organization making outstanding contributions to the district, community, humanity or education:

- Endowments and scholarships
- Events (e.g., concerts, lectures, ceremonies, etc.)
- Athletic Fields
- Fixtures (e.g., goalposts, bench, tree, garden, wall of fame, etc.)
- Designated rooms or areas within larger buildings (e.g., libraries, auditoriums, etc.)

At its discretion, the Board may install a plaque or sign and hold a public dedication ceremony on the occasion of a naming. The Board must approve the design and placement of all plaques and signs.

**Approval Process**

The Board may approve a resolution for the naming of a facility or property only after at least one (1) public hearing that provides the opportunity for public input. The Board may approve the naming of other items indicated above by resolution at a single board meeting.

This policy does not obligate the Board to maintain the individual's honor of a school building, room, structure, fields or facility name for a specified period of time. Honor of a school building, room, structure, field or facility name may also be withdrawn at any time by a majority vote of the Board. The Board has the final discretion in the name of such honor.

Adoption Date: 12-20-21