

CODE: NAMING DISTRICT FACILITIES, SPACES, AND MEMORIALS

Category: Facilities Development

Adopted: 6/20/2017

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Revised:

POLICY

The School Committee recognizes that the naming of any part of a school building or facility within the schools is an honor that should be reserved for meritorious service to the public schools of the town. Naming a school or area within the school is an important matter that deserves thoughtful attention. Personal prejudice or favoritism, political pressure, or temporary popularity should not be an influence in choosing a facility name.

School buildings, or facilities within the schools, shall be named only for persons who have actively contributed to the public schools either as members of the school staff or as members of a school-oriented committee such as the School Council, the School Building Committee, or the School Committee over a period of more than 20 years.

The building or facility shall be one appropriate to the person to be so honored. Every effort shall be made to name buildings or facilities during the life of the person so honored. This does not, however, rule out posthumous dedications.

The naming of a building or facility shall require a majority vote of the School Committee at a meeting with the full Committee in attendance.

Procedures for Naming Sections of Schools

1. Sections of District schools, grounds, athletic fields, or other major areas may be named for an individual who has made an outstanding contribution to the school and/or educational system.
2. Recommendations for this honor may be made in writing by any member of the School Committee or community. A written request will be submitted to the principal of the school for review. The written submission will include reasons why the individual's name is appropriate for the major area of the school.
3. The principal may receive input from the school-based community, which may include School Councils, PTO's, teachers, etc.
4. The name(s) will be submitted in writing to the Office of the Superintendent and include reasons why the individual's name(s) is appropriate for the major area of the school. The superintendent will review the information and forward to the school committee in writing the selected name(s) and reasons for the appropriateness of the submission.
5. The school committee will review the forwarded name(s) and reasons for the selection and make a final decision by a majority vote.

The Southwick-Tolland-Granville Regional School Committee may desire to place a plaque in a school building or around the grounds of a school to an individual or group who has provided great service or sacrifice to our community or our Country.