

## **NAMING FACILITIES**

The Board of Education recognizes the importance and significance of naming school facilities and will follow the procedure outlined below when reviewing and acting upon all nominations.

### **New Facilities**

When any new facility is acquired or constructed, the Board, or its designee, will appoint a committee consisting of community members, students and staff to recommend appropriate names for the new facility. If possible, staff members who serve on the committee will include those slated to work in the new facility. The committee will provide two (2) or three (3) possible names to the superintendent who will make a recommendation to the Board for consideration, and the names will be included in the minutes. Activities of the committee are governed by the Missouri Sunshine Law. The Board of Education will make the final decision on the name of any district facility.

When naming a facility after an individual, special consideration will be given to persons that have special significance to students, staff, and/or the community.

### **Existing Facilities and Additions**

Once a building or facility is named, that name will remain with the building or facility unless changed by the Board. Names will be changed using the same process outlined above. Names may be changed when a specific program or theme the facility was named for changes, when the current name no longer supports the objective of the facility or due to additions or renovations to an existing facility.

### **Naming Rights**

The Board of Education may, when it is in the best interest of the district to do so, contract to sell or lease naming rights to any district-owned property to an entity or organization whose stated purpose is consistent with the educational mission of the district and whose activities are not contrary to that mission.

### **Plaques**

The Board may have plaques installed on new construction projects or renovations to existing facilities reflecting the name of the facility; the names of Board members in office at the time the project was approved; names of Board members serving between the board-approved project contract award date and the date of dedication; the name of the superintendent serving at the time the project was approved; declaratory statement thanking the community for their support in funding the project, and the date the project was completed. Plaques for facilities constructed cooperatively with another governmental agency, will also include recognition of the other agency. The plaques may also include the names of the chief financial officer, director of facilities, architect, general contractor and others as determined by the Board.

Adopted: June 30, 1981

Revised: October 24, 2000

Revised: November 25, 2008

Revised: April 14, 2009