

**NAMING OF DISTRICT FACILITIES**

Board of Trustees' approval must be obtained for all decisions to name a building, name a portion of a building or to change the name of a building or a portion of a building. A portion of a building includes rooms, auditoriums, gymnasiums, athletic fields, libraries, and the like.

Requests for naming facilities must be submitted to the Superintendent. In each instance, the Superintendent will appoint an advisory committee to receive and review suggestions. The committee shall include members of the community and school district staff. The committee will make a recommendation to the Board of Trustees.

Names should be selected based upon: geographic or local community name; distinguished individuals who have served the local community, state, or nation; or individual donors in recognition of a gift to the school district. Corporate names of buildings or portions of buildings will not be allowed.

Nothing in this policy shall preclude the placement of an appropriately-sized plaque, name plate, or donor wall in recognition of a corporate gift, provided no advertising, as opposed to recognition, is involved.

Adopted on: 10-25-05