

MANCHESTER CITY SCHOOLS

Policy Manual

Descriptor Code: 3.210 Naming Schools and Facilities
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Facilities of the school system shall be named through board action, based upon the following criteria:

- Schools shall not be named for a living persons, except for those who have rendered exemplary service to public education as recognized and attested by a vote of the Board.
- Two schools in the system shall not be given the same name and care should be taken to avoid similar names.
- Schools shall be named for:
 - The area or community in which the school is located, or
 - The street on which the school is located or a street bordering the school site if that street is well known in the community, or
 - Presidents, governors or recognized national, state and local leaders who have made an outstanding contribution to the field of education.
- A single building on a campus with multiple buildings or a specific area on the campus may be named for a living person provided s/he has made an outstanding contribution to that school. The naming of such building or specific area shall not supplant the facility's name.
- Facilities other than school shall be given names which describe the facility or geographic location in the city.
- If in the judgement of the Board an existing facility should be renamed, the criteria of this policy will apply.

When a new school or facility is to be named, the director of schools will appoint a committee composed of school personnel and patrons of the school. Names for consideration by the committee may be submitted by any citizen, board member or school personnel.

The committee will submit its recommendations with supporting reasons to the director of schools.

The director of schools shall have the authority to recommend the naming of a portion of a facility, such as a section of a building, a single building on a campus with multiple buildings or a specific area on campus within a school.

The director of schools shall submit a recommendation to the Board in either situation for its consideration and approval.

Legal References:

Cross References