

Billings School District 2

SCHOOL FACILITIES

Naming of Facilities

The Board is responsible for naming District facilities. The Board usually will select a name that reflects the unique nature of a facility, its environment or location, or programs provided in the facility or that honors a person or an event significant to the community, state, or nation. Normally the Board will not name facilities after local persons, either living or dead, unless their significant contributions have continued to be recognized for at least five (5) years after they discontinued work in the community. The Board may make an exception to the above by naming a new or substantially modified facility after a donor or sponsor.

The Board will appoint a committee of staff members, parents, and, if appropriate, students to propose names for a new facility. The committee will be representative of the student or other population to be served by the new facility and will have at least one (1) Board member in its membership. The committee will determine a process for considering and selecting names to be proposed to the Board. The Board may select one of the proposed names or select another name.

The Board usually will not rename a facility unless it has changed substantially in use or function. When the Board determines that renaming a facility is appropriate, it will appoint a committee to propose new names.

As deemed appropriate, the Board may name a portion of a facility, such as a room, courtyard, gymnasium, or auditorium, using the committee process outlined in this policy.

Policy History:

First Reading:	February 23, 2004 – Board of Trustees
Second Reading:	August 12, 2004 – Business Committee
Third Reading:	August 16, 2004 – Board of Trustees
Adopted on:	August 16, 2004
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