

**NAMING EXISTING SCHOOL FACILITIES**

From time to time there are request to honor individuals who have distinguished themselves through their association with the Oxnard Union High School District as either employees, alumni or community member. This policy is intended to set forth guidelines to facilitate the naming of facilities in consistent manner.

The Governing Board shall have the opportunity to name schools or individual buildings in recognition of:

1. Individuals, living or deceased, who have made outstanding contributions to the school, district county or community; or
2. Individuals, living or deceased, who have made outstanding contributions of state, national or worldwide significance
3. The geographic areas in which the school is located

The renaming of existing schools or major facilities shall occur only under extraordinary circumstances and after thorough study.

**Memorials**

Upon request, the Board shall consider naming buildings, parts of buildings or athletic fields in honor of the contributions of students, staff members and community members who have been deceased for at least one year.

Legal Reference:

**EDUCATION CODE**

35160 Authority of governing boards

Adopted: 04/07/93

Revision/Redesignation: 01/25/93; 03/26/03; 07/14/04

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Requests for naming a facility shall be made to the Superintendent by the Principal of the school at which the facility is located or by District Administration for facilities not located at schools. If the request is to name a facility for an individual, the recommendation shall include the following information:

1. The association of the individual to the proposed facility to be named. (i.e.: former employee, distinguished former student or community member).
2. The relationship of the individual's area of interest or expertise to the proposed facility to be named.

The Superintendent shall forward the proposal along with his recommendation to the Board of Trustees for their action.

Adopted: 4/7/93

Revision/Redesignation: 1/25/93; 3/26/03; 07/14/04