Naming District Facilities

General Criteria:

1. Individuals and groups being considered must have made significant contributions to one or more of the following:
   a. Field of education
   b. Schools of Somers
   c. Community of Somers
   d. Human betterment
2. In keeping with the mission of the district all those considered for having a district building, space or object named in their honor, the individual or group must represent the collective commitments of the district.
   a. Honesty
   b. Integrity
   c. Respect
3. Typically, facilities should not be named after current employees.
4. The naming of a facility is considered to be in effect for the typical useful life of the physical building, space or object and not in perpetuity.
5. In all cases, the Board of Education reserves the right to remove the name associated with any building, space or object if it is in the best interest of the school district.

Process:

1. The group or person must consider the identified criteria when making a recommendation.
2. A written report shall be provided to the Superintendent of Schools. The report should include the following.
   a. Recommended name of building, space, or object in district
   b. Justification of the recommendation
3. The Superintendent will present a recommendation to the Board of Education. This report will include the original recommendation and any other supporting information to assist the Board of Education with its decision. In order to ensure careful consideration and that due diligence is conducted by the district, naming requests may not be voted on by the Board for six months from time of initial request.
4. If the recommendation to name a building, space or object is rejected a resubmission must wait 12 calendar months before being reconsidered.

Dedication Ceremony and Plaque:

1. No dedication ceremonies may be planned until the Board of Education has taken action.
2. Once the Board of Education has made a determination of the naming, a ceremony may be planned.
3. A plaque may be erected upon the approval of the Superintendent or designee.

Adopted: September 9, 2014
Reviewed: October 29, 2019