

NAMING OF FACILITIES

Naming Schools or School Buildings

The Board of Trustees shall form a committee of the Board when a school, grounds, facility, or school building is to be named or renamed. The committee will bring a recommendation forward to the full Board for final approval.

School grounds, facility, or building names may include, but are not limited to, geographical locations within the District or other potential names significant to the District or community. New schools shall not be given the name of any person, unless that name is part of the community in which the school is located.

The full Board shall have final approval with respect to the naming, or renaming, of each school grounds, facility, or school building constructed by the District.

Dedication Plaques – New Schools or Facility

With the dedication of each new school or facility in the District, the Board wishes to recognize those individuals who have contributed significantly to the planning and construction. If grounds, a facility, or a building (other than a school) is given the name of a person, the name shall not be reflected anywhere other than on the dedication plaque.

A dedication plaque shall be affixed to each new school or facility and shall include the following:

1. For a school, the name of the school and the year the construction bid was awarded.
2. The name of each Board member who was on the Board at the time the construction bid was awarded.
3. The name of the Superintendent at the time the construction bid was awarded.
4. The name of the architect.
5. The name of the contractor.

It shall be the practice of the District that the dedication plaque be provided by the construction firm that built the school. The District may also elect to use this policy in connection with any new school buildings or structures constructed or reconstructed on existing school sites.

Policy

adopted: January 8, 1996
revised: June 12, 2000
revised: February 26, 2001
revised: January 20, 2021

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California