

School Property - Naming Facilities and Alterations

APPROVAL NEEDED

Repairs or alterations may not be made to any building, nor any construction or alteration effected on the school grounds, without approval from the Superintendent/designee.

Major changes in room use involving transfer of installed furniture or equipment shall not be made without approval of the Superintendent/designee. Modifications to buildings, teaching spaces, and/or other support facilities shall be recorded on appropriate facility plans maintained by the Division of Facilities/Transportation.

All fixed or movable property purchased or donated for school use placed in schools shall become the property of the District unless otherwise specified.

NAMING OF FACILITIES

Naming of school buildings, building wings, media centers, athletic fields, gymnasiums, and other District facilities shall be the responsibility of the Board. The Superintendent shall recommend one (1) name for each facility. Names usually will be selected from the following:

- ☐ Prominent state, local, or national figures;
- ☐ Pioneers;
- ☐ Community leaders, former school Board members; retired school leaders and/or teachers;
- ☐ Donors of school property; and
- ☐ Geographic areas.

District facilities may be named for living persons. Facilities may not be named for active employees of the District. Preference, if clearly expressed, usually will be given to the name recommended by citizens of the school attendance area in which the facility is located.

District facilities may be renamed in the event they are closed and reopened. Criteria for renaming District facilities shall be the same as those used for the selection of the original names.

REFERENCES:

[KRS 160.290](#)

[KRS 162.060](#)

[302 KAR 29:050](#)

[702 KAR 4:180](#)

Adopted/Amended: 06/10/2013

Order #: