

Naming of School Facilities

Purpose

This policy establishes the process and criteria for naming or renaming school buildings, facilities, and distinct portions of facilities within Berea Independent Schools. The goal is to ensure that names reflect the history, values, and mission of the District while recognizing individuals, locations, or organizations of significant importance.

Definitions

- School Building – A specific elementary, middle, or high school.
- School Facility – Any District-owned facility that is not a school building (e.g., central office, bus garage, technology center).
- Distinct Portions – Any identifiable component of a building or facility, including but not limited to rooms, halls, gyms, athletic fields, libraries, courtyards, stadiums, or gardens.

Selection Criteria

Names for school buildings, facilities, or distinct portions should recognize importance to the school system, community, and state, and may be based on:

1. Individuals who have made significant contributions to Berea Independent Schools or the education of its students.
2. Persons with local, state, or national historical significance.
3. Geographical locations, landmarks, or community names associated with the facility's site.
4. Organizations, businesses, or industries that have provided substantial support or financial donations (generally \$50,000 or more), provided the name aligns with the District's vision and community standards. Naming rights granted for donations will generally be limited to no more than ten (10) years.
5. In accordance with KRS and Kentucky School Facilities Planning Manual, no individual room shall be named after a person, and property named after an individual must honor someone deceased for at least two (2) years unless otherwise approved by the Board.

Naming Committee

When a naming request is submitted, the Superintendent shall convene a Naming Committee to evaluate applications based on the criteria in this policy. The committee will include:

- The current Superintendent (Chair)
- One member of the Board of Education
- One active student enrolled in the District
- One active certified employee
- One active classified employee
- One parent of an active student
- One alumni of Berea Independent Schools

The committee will review all submissions, apply selection criteria, and make a recommendation to the Board of Education.

Public Notification and Input

1. At least thirty (30) days prior to a decision, the District will announce at a regularly scheduled Board meeting its intent to name or rename a facility. The notice will be shared via the District website and other appropriate channels.
2. The public will be invited to submit name suggestions or comments during this period.
3. The Naming Committee will review submissions and provide a final recommendation to the Board.

Final Approval

The Board of Education retains final authority for naming or renaming any school building, facility, or distinct portion thereof. The Board may approve the committee's recommendation or select any name consistent with this policy.

Review

This policy shall be reviewed at least once every five (5) years and revised as necessary to remain compliant with Kentucky law and District goals.

Review/Revised: