

**NAMING OF FACILITY**

The Board of Trustees shall name schools or individual buildings in recognition of:

1. Individuals, living or deceased, who have made outstanding contributions to the county or community
2. Individuals, living or deceased, who have made contributions of state, national or worldwide significance
3. The geographic area in which the school or building is located
4. In the selection of a name, preference should be given to the names of persons who are retired or deceased.
5. Schools, buildings, or other specified areas shall not be named for current employees.
6. Upon request, the Board shall consider naming buildings, parts of buildings or athletic fields in honor of the contributions of students, staff or community members.
7. If a school, building or other specified area is no longer operational, the name of the school, building or other specified area may be used again.

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

The Superintendent shall establish a naming committee to consider possible names for newly constructed schools and to recommend a school name to the Board of Trustees. The Board of Trustees shall review the committee's recommendation and make the final determination of the school name.

The committee shall be composed of individuals representing district staff, parents, students and the public.

Individuals or groups may recommend names for consideration in the naming of school facilities. These names shall be submitted with documentation and placed in a file in the Office of the Superintendent until such time as a school facility is to be named. This file of suggested names shall be presented to the School Naming Committee for their consideration.

**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.

*Legal Reference:*

EDUCATION CODE

*35160 Authority of governing boards*

Policy  
adopted: February 10, 2015

**JEFFERSON SCHOOL DISTRICT**  
Tracy, California