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| **Metropolitan Nashville Board of Education** |
| Monitoring:**Review: Annually, in October** | Descriptor Term:**Naming Facilities** | Descriptor Code:**3.210** | Issued Date: |
| Rescinds:**GP-3** | Issued:  |

Facilities of the school system shall be named through board action based upon the following criteria:

1. Schools shall not be named for living persons, except for those who have rendered exemplary service to public education as recognized and attested by a vote of the board.
2. Two schools in the system shall not be given the same name, and care should be taken to avoid similar names.
3. Schools shall be named for:
	1. The area or community in which the school is located;
	2. The street on which the school is located or a street bordering the school site, if that street is well known in the community; or
	3. Presidents, governors, or recognized national, state, or local leaders who have made an outstanding contribution to public education.
4. A single building on a campus with multiple buildings or a specific area on the campus may be named for a living person, provided he/she has made an outstanding contribution to that school. The naming of such building or specific area shall not supplant the facility's name.
5. Facilities other than the school shall be given names which describe the facility or the geographic location in the city.
6. If the board decides an existing school or facility should be renamed, the criteria of this policy shall apply.

When a school or facility is to be named, the director of schools shall submit recommendations to the board prior to the selection of an architect. The director shall seek input from school personnel and the public.

**BUILDING PLAQUES**

The plaque for new buildings shall be included in the contract and designed by the architect. It shall include the names of the members of the Board of Education serving at the time the contract is executed. The building shall be formally dedicated during the first year of occupancy.

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|  | Cross References |
|  | Estimating Facility Costs 3.209 |