

SMYRNA SCHOOL DISTRICT

District Policy

Article: 1000 Community Relations

Title: Naming or Renaming of District Property
In Honor of Deserving Individuals

Policy #: 1250

SECTION A - ORIGIN OF NOMINATIONS:

Nominations must originate from one of the following sources:

- The Smyrna School Board
- District Administration
- The Smyrna Educators Association
- Community Organizations
- Community members at large
(nominations may be channeled through an organization)

SUBSECTION A - 1:

Petitions to honor an individual in this manner must come from three (3) separate sources, be they organizations or individuals.

SECTION B - PROCEDURES FOR NOMINATION OF INDIVIDUALS FOR THIS HONOR:

- A. An application must be obtained from the district's Administrative Office. This may be done at any time during the year. Requests may be made in person or by telephone.
- B. Applications are to be submitted to the Building and Facilities Committee for initial review. Scheduled meetings are publicly posted. Presentations on behalf of nominated individuals may be scheduled at any of these meetings.
- C. The Building and Facilities Committee will make a final selection from among the applications for submission to the Smyrna School Board for approval. Said approval will be by majority vote. Petitioners may address the board prior to said vote.
- D. The Smyrna School Board will entertain such petitions at the regularly scheduled meeting each year during the month of May. A second reading will follow in June for nominations that are accepted.
- E. There will be no more than one petition acted upon per year.

SECTION C - CRITERIA TO BE MET BY NOMINEE:

Criteria under which an individual may be nominated for this honor:

- A. An individual who has provided long and meritorious service to the district.
- B. An individual who, through personal achievement, has brought positive reflections upon the district.
- C. An individual who has made outstanding contributions to the district.

SUBSECTION C - 1:

In the event an individual is being nominated due to meritorious service the district a reflection period of five years from the end of such service must pass before that individual becomes eligible for this honor.

Buildings shall not be named after a living person except by unanimous endorsement of the Building and Facilities Committee and by unanimous approval of the Board of Education. Such an honor shall be based upon extraordinary service to the district.

Approved by Board of Education 7/18/90