

**SUBJECT: FACILITIES: NAMING OF SCHOOL FACILITIES, PLAQUES AND
MEMORIALS**Naming of School Facilities

The Board of Education shall, by formal resolution and by majority vote, approve the naming or renaming of any building or facility owned by the Lancaster Central School District. The Board of Education may also elect to have certain facilities unnamed.

The Board of Education may authorize the Superintendent to form an adhoc committee whose purpose shall be to solicit nominations and submit two nominations of names for a facility and an explanation of each nomination to the Board. The adhoc committee shall be comprised of the following members:

- a) One Administrator
- b) One Teacher
- c) One Classified Staff Member
- d) Two student representatives
- e) Four community members

Building Names or Plaques

The Board of Education shall, by majority vote, approve the affixing of building plaques or recognition plaques voted by the Board of Education. Such plaques or nameplates may be purchased with District funds authorized by the Board or through funds received from other sources and approved by the Board of Education.

Memorials

The Board shall, by majority vote, approve any memorials being established on School District property.

Student and Staff Recognition Plaques

From time to time honors, awards or plaques may be received by our school recognizing the accomplishments of student and staff activities. The Building Principals shall have the responsibility to have these plaques displayed in an appropriate place for a minimum period of ten years.

(Continued)

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Non-Instructional/Business
Operations

**SUBJECT: FACILITIES: NAMING OF SCHOOL FACILITIES, PLAQUES AND
MEMORIALS (Cont'd.)**

Staff Retirement Recognition

Staff members who retire after 15 years of service in the Lancaster Central School District shall be recognized on a plaque designed to recognize those who served the District. The name and dates of service shall be set on a nameplate and added to the list of retirees so noted.

Adopted: 6/25/12