

Policy 1305 – Naming of School Facilities

The purpose of this policy is to establish a process by which the Board of Education can assume its responsibility for naming school district facilities.

From time to time there are requests to honor individuals who have distinguished themselves through their association with Cozad Community Schools as either long time employees, alumni or community member or who have made an outstanding contribution to students, the district, community, state or nation

In fulfilling this responsibility, the Board will make every effort to respect community preferences.

School buildings

Existing school buildings shall retain the name already given them. Any new addition to an existing facility may be eligible for naming under the “Portions of Facilities” section of this policy.

Portions of facilities

The Board of Education shall consider the naming of portions of existing facilities, if, upon the recommendation of the superintendent, such action is warranted. Evidence of such contribution may include, but are not limited to the following:

1. A person, living or dead, for whom a portion of a facility may be named must have made significant contributions to education in the Cozad Community Schools District.
2. Unusually effective and dedicated service to and/or on behalf of the youth in the public schools
3. Persistent efforts to sustain a quality system of public education for all youth and to improve programs and services for them.

Recommendations for naming of facilities shall be made to the superintendent. The superintendent will hold any recommendation for one year from date of submission before it is sent to a committee for consideration. When deemed necessary, the district’s Gift Committee will also be involved in this process.

When a portion of the facility or specific area on campus of the school is to be named, the superintendent will appoint a committee composed of building principal of the facility in question, a member of the board of education, one teacher, one community representative, and one student. Any citizen, board member or school personnel may submit names for consideration to the committee. After allowing for appropriate stakeholder input the committee will submit its recommendations with supporting reasons to the superintendent, who, in turn, when appropriate, present it to the Board of Education for its action.

*Actual signage to be determined by school personnel.