
CARROLL COUNTY PUBLIC SCHOOLS ADMINISTRATIVE REGULATIONS

BOARD POLICY FF: NAMING OF PUBLIC SCHOOL FACILITIES

The Public Schools Laws of Maryland do not contain any provisions which limit or preclude the Board of Education's authority to establish procedures for the naming of public schools.

Procedures

1. New school facilities shall be named by official Board of Education action after the approval of design development documents and prior to commencement of construction.
2. Upon the Board of Education's approval of design development documents, a public announcement of the intent to name the facility will be made.
3. The Superintendent of Schools will direct that news releases be distributed to local news media announcing the intent to name the facility and inviting schools and members of the community to suggest names by writing to the Superintendent within 60 days of the announcement.
4. After the deadline for community input, the Superintendent shall present the list of names suggested by members of the community to the construction planning committee for review.
5. Neither a new public school facility nor an individual education/recreational area of a public school shall be named after a person (living or deceased).
6. The construction planning committee shall review all names submitted and return to the Superintendent three names identifying the person(s), group or organization submitting the name.
7. The Superintendent shall submit the recommended name to the Board along with at least three (3) other suggested school names. The official naming of the school facility will be made by the Board of Education.

COMMEMORATIVE EXPRESSIONS WITHIN SCHOOL FACILITIES OR ON SCHOOL GROUNDS

THE BOARD OF EDUCATION RECOGNIZES THAT SCHOOL COMMUNITIES MAY WANT TO EXPRESS RESPECT AND GRATITUDE FOR INDIVIDUALS WHO HAVE MADE SIGNIFICANT CONTRIBUTIONS TO A SCHOOL OR THE SCHOOL SYSTEM. ACKNOWLEDGEMENT PERPETUATES THE MEMORY OF THE CONTRIBUTION AND PROVIDES A SENSE OF HISTORY FOR FUTURE STUDENTS, STAFF, AND RESIDENTS.

GUIDELINES

1. THE PRINCIPAL IS RESPONSIBLE FOR ESTABLISHING A PROCESS FOR THE APPROVAL OF COMMEMORATIVE PLAQUES OR SIGNAGE AND IDENTIFICATION OF APPROPRIATE LOCATIONS FOR THESE DISPLAYS.
2. WORDING ON PLAQUES SHOULD DENOTE IN HONOR, IN RECOGNITION, OR IN MEMORY OF, AND SHOULD NOT IMPLY NAMING OR DEDICATION OF THE AREA.
3. THE PRINCIPAL AND/OR SUPERINTENDENT HAS THE RIGHT TO REMOVE RECOGNITION FOR AN INDIVIDUAL IF THE CONDUCT OF THAT INDIVIDUAL IS FOUND TO BE DETRIMENTAL TO THE MORAL DEVELOPMENT OF STUDENTS OR IS CONSIDERED TO BE IN OPPOSITION OF THE GOALS OF THE SCHOOL SYSTEM.
4. AREAS THAT HAVE ALREADY BEEN NAMED FOR OR DEDICATED TO INDIVIDUALS, AS OF THE EFFECTIVE DATE OF THIS ADMINISTRATIVE REGULATION, MAY REMAIN SO DESIGNATED.