



### NAMING OF SCHOOLS AND BOARD BUILDINGS

In naming a school or Board building it is desirable to use a name that identifies the building as unmistakably being part of the school division.

### PROCEDURES

#### 1. *Naming*

- a. Names for school and Board buildings are to be submitted to the Director of Education who will submit them to the Board for its consideration.
- b. Names may be submitted by School Community Councils for new facilities or as a request to change the name of an existing facility. Discussion of proposals should occur, in the first instance, at the local community level.

#### 2. *Signage*

- a. Signage on school division buildings and grounds must be done in consultation with and under the approval of, the Superintendent of Business Administration.

Revised: 01/31/2018