



NEW CONSTRUCTION: Occupying

Naming of the Building and Dedication

I. Purpose

- A. Requests for naming a school must comply with the following standards in order to be presented to the Board of Education of Baltimore County (Board) for approval.

II. Proposals for Naming of a School

- A. The principal and the Assistant Superintendent will forward the recommended name to the Superintendent for recommendation to the Board.
- B. When a new site is purchased, or a planning project for a new school facility is initiated, the Superintendent may establish a temporary, generic name to designate the site or building for planning purposes without the approval of the Board.

III. Final Approval

- A. The Superintendent will present to the Board in open meeting his recommendation for the naming of a school.
- B. Final approval for naming of a school resides with the Board.
- C. The Board will take final action on the Superintendent's recommendation at a regularly scheduled meeting of the Board.

IV. Dedication Ceremonies

- A. The principal of a newly opened school building will coordinate with the Office of Communications to arrange appropriate dedication ceremonies to be attended by invited guests and the public.

Related Policies: Board of Education Policy 7330, *Capital Projects that are Funded by Private Donations*
Board of Education Policy 7530, *Naming of a Capital Project or Area of a School*

Rule
Approved: 9/25/69
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Revised: 12/7/10

Superintendent of Schools