

## **Naming of School Buildings**

A school building is an Individual building owned, operated, controlled, or governed by the Waterbury School District and its Board of Education.

### **RATIONALE**

The Waterbury Board of Education recognizes that respect and gratitude for individuals who have made significant contributions to our School District and/or the City, as a whole, may be expressed by naming a building in honor of an individual.

Acknowledgement in this manner perpetuates the memory of the nominee's contribution and provides a sense of history for the future students, staff, and residents of the community.

### **AUTHORITY**

The authority for naming all school buildings owned, operated, controlled, or governed by the Waterbury School District and its Board of Education rests with the Waterbury Board of Education

### **CRITERIA**

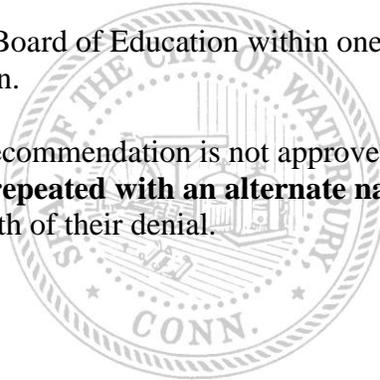
- Buildings may be named for a deceased person(s) who have contributed significantly to the District through longevity of service, exemplary leadership, philanthropic contribution, connection to the local educational system, or other actions that benefitted the local community. To eliminate spontaneous or emotional response, nominations will not be considered until three years after the death of the individual.
- Names may denote the geographical area in which the school is located.
- Names may be used to denote identification of the program housed in the building.
- Names may denote a deceased person(s) prominent at the national or state level. Nominations will not be considered until three years after the death of the individual.
- The following buildings, listed on attachment “A”, will be named in perpetuity. Once named, buildings cannot be renamed except in extreme cases in which the name brings dishonor to the facility. Such circumstances will require a 2/3 majority vote of the Board of Education to remove name.

### **PROCEDURES**

1. All requests to name school buildings should be sent to the Clerk of the Waterbury Board of Education. The request should provide the suggested building name for the proposed location, the rationale for the name submitted, and any related and supporting information. A form is available from the Office of the Clerk to the Board of Education (Appendix #18) or at the Department of Education’s website – [www.waterbury.k12.ct.us](http://www.waterbury.k12.ct.us).

### **Naming of School Buildings, continued**

2. Upon groundbreaking, the President of the Board of Education **will** name an Ad-hoc Committee consisting of an odd number of Board members.
3. All requests shall be referred to the Ad-hoc Committee convened for the express purpose of naming said building.
4. The Ad-hoc Committee shall establish rules at its first meeting convened, including, but not limited to, establishment of beginning and ending dates for collection of suggested names, not to exceed 4 months.
5. One month from the ending date for name submission, the Board of Education shall conduct a special meeting for public input.
6. Within one month of said special meeting, the Ad-hoc Committee will review all submitted information and forward a recommendation to the Board of Education.
7. Action shall be taken by the Board of Education within one month of receiving the Ad-hoc Committee's recommendation.
8. If the Ad-hoc Committee's recommendation is not approved by the Board of Education, steps six and seven **shall be repeated with an alternate name** and resubmitted to the Board of Education within one month of their denial.



*Naming of School Buildings, continued*

**ATTACHMENT “A”**

Carrington School  
Chase School  
Crosby High School  
Driggs School  
Duggan School  
Generali School  
Gilmartin School  
Kennedy High School  
Kingsbury School  
Maloney Magnet School  
Reed School  
Regan School  
Rotella Magnet School  
Sprague School  
Tinker School  
Wallace Middle School  
Walsh School  
Washington School  
Waterbury Arts Magnet School  
Waterbury Career Academy  
Wendell Cross School  
Wilby High School  
Wilson School