

PROPOSED NAME FOR FACILITY APPLICATION EXHIBIT

Board approval will be required for the naming or renaming of all District facilities including schools or distinct portions thereof, such as the library or auditorium.

This form will be used by persons proposing names for new or existing facilities or distinct portions of facilities.

Sections A, B and C to be completed by the individual or organization proposing the name.

Sections D and E to be completed by the board's committee.

Submitted by _____ (please print name)
Address # _____
Phone # _____
Signature _____ Date _____

SECTION A: (To be completed by Nominating Person/Group)

All submissions will be presented in writing on this form and will contain a brief three paragraph statement to include the following:

Facility to be Named: _____

Name for Consideration: _____

1. Biographical Data: _____

2. The nominee's significant contribution:

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7500-E

- 3. A statement of rationale for the naming of the facility explaining why a facility, school, or portion thereof should be named in this manner:

SECTION B : (To be completed by Nominating Person/Group)

Complete the following information to facilitate process and the dedication ceremony. Permission to proceed with application must be granted by family of nominee:

PERMISSION FROM FAMILY OF NOMINEE

Please provide contact information for nominee’s family:

Name_____

Address_____

Phone # _____ Fax # _____

E-mail address _____

Relationship_____

PLEASE PROVIDE A PHOTOGRAPH OF NOMINEE

SECTION C: (To be completed by Nominating Person/Group)

The school community is supportive of this name change and where applicable, at least one member of the site-based shared decision-making (SBDM) committee, the parent-teacher association (PTA) or booster club or organization president, and a member of the administration have shown their support by signing off on this request.

SBDM: _____ Date_____

PTA /Booster Club/Organization President_____ Date_____

GCSD Administration:_____ Date_____

Members of the school community to include where applicable the SBDM committee, PTA, booster club, organization or private donor have been made aware and agree to their obligation to incur the costs for food, plaques, advertising, reception, and the like associated with the naming or renaming of portions of District facilities.

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7500-E

SECTION D: (To be completed by Board Committee)

Identify the facility or portion of the facility to be named.

Check the boxes next to the type of facility to be named:

- High School Middle School _____ Elementary School
- District-wide Facility New Facility Portion of Existing Facility

Other: _____

Current name of facility (if applicable): _____

Name for Consideration: _____

Are there any other District facilities or portions of a District facility already named for the individual or group? If yes, please identify the location: _____

SECTION E: (To be completed by Board Committee)

Check applicable boxes if facility is to be named for a person or group. The name to be considered is based on the following categories:

- The person has attained prominence locally or nationally based on contributions to the public in recognized fields such as education, science, medicine, law, art, government, business, justice, civil rights, human rights, or military achievement.
- The officially named property has not previously been named in the last 50 years. It has been confirmed that there is no deed restriction or donor designation.
- The proposed name is a distinctive geographic location (e.g., Guilderland High School).
- Other: The proposed name is not an individual. (Please explain, if chosen.)

The individual for whom the building or portion of a facility is to be named: (must meet all three)

- Has been deceased at least 12 months;
- Has been thoroughly vetted (through a review of relevant and appropriate files/news archives/other records)
- Has not made such naming a condition of a gift or grant accepted by the District;

Facility to be Named: _____

Office Use Only

1. Completed application reviewed by the Board's Committee (Superintendent and Business Practices Committee).

DATE: _____

Application recommended for public comment ___Y / ___N

2. Public Comment period (30 days) to begin on

DATE: _____

3. Final Decision by Board of Education to be made within six months following the public comment period.

PUBLIC COMMENT PERIOD: _____

4. Application Approved by the Board of Education ___Y / ___N

DATE: _____

Reviewed January 19, 2016

Reviewed March 8, 2022