

# REGULATION Board of Education of Queen Anne's County

<b>Responsible Office:</b>	Supporting Services
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## REGULATION for Naming or Renaming of Public Schools and School Facilities Policy 106

### I. REGULATION ELEMENTS

- A. The naming of a new school or the renaming of an existing facility shall be done so via a directive from the Superintendent to the Chief Operating Officer or other appointed designee.
  - 1. The process will be collaborative in nature involving school system staff and members of the community.
  - 2. Naming or renaming of a facility will normally reflect a landmark or geographic section or element of the county.
  - 3. A building shall not be named for an individual living or deceased.
  - 4. When naming or renaming a specific area of a public school, consideration may be given to historical figures or persons who have made outstanding educational contributions to the facility or school system.
- B. When a new school or facility is under construction, individuals may submit name suggestions to the Chief Operating Officer.
  - 1. The Chief Operating Officer will forward all submitted suggestions to the Superintendent.
  - 2. The Superintendent will recommend to the Board of Education at least one name for the new facility for consideration.
- C. The Board of Education will only consider changes to school facility names or naming or renaming a specific area in unusual and unique instances.
  - 1. For a non-school facility, a name change may occur when the purpose of the facility changes.
  - 2. For a school building, a name change may occur when the instructional purpose of the school changes or in cases when the building is no longer used as an instructional facility.

3. Suggestions for the renaming of a facility must be made to the Superintendent.
  - (a) The Superintendent will consider the merits of changing the facility name.
  - (b) If the Superintendent determines that a name change is worthy of consideration, he/she will make a recommendation to the Board of Education for consideration.

**II. IMPLEMENTATION**

The Superintendent directs QACPS to implement this regulation.

**III. EFFECTIVE DATE**

Date: April 10, 2024



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Patricia W. Saelens, Ed.D.  
Superintendent, Queen Anne’s County Public Schools

**HISTORY:**

<b>Initial Adoption</b>	04/10/2024	<b>Revised</b>	--/--/----	<b>Reviewed</b>	--/--/----	<b>Next Review</b>	04/10/2028
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