

**NAMING OR RENAMING OF SCHOOL BUILDINGS,
COMPONENTS OF SCHOOL BUILDINGS, AND/OR SCHOOL GROUNDS**

The naming and/or renaming of school buildings, major portions of buildings (*e.g.*, media center, auditorium, gymnasium, etc.) and/or school grounds is the responsibility of the New Milford Board of Education (the “Board”). In fulfilling this responsibility, the Board will consider community preferences. The decision will be based upon the Board’s assessment of the special significance of a name or, in the case of an individual, exceptional service to the children of New Milford. Such recognition requires substantial support and comprehensive review.

The Board shall establish a committee, consistent with Board Policy 9014—Board Committees, to expedite and facilitate the Board’s decision regarding whether and how to name a new building or rename a building, major portions of a building, or school grounds. The Board shall seek the advice of the Superintendent before establishing or dissolving a committee. Such committee shall be established and dissolved by Board vote, and the members of the committee shall be appointed by the Board. The ad hoc committee shall be comprised of a minimum of two and a maximum of three Board members and shall include a building administrator, faculty, parents/guardians, community members, and if appropriate, students. The committee shall be appointed as soon as possible after there is a need to consider naming or renaming a building, major components of a building or school grounds and it shall be dissolved when the report has been accepted by the Board or at the next annual organizational meeting or upon a motion for dissolution passed by a majority vote, or upon completion of the assigned task whichever comes first.

The Board will establish the scope and schedule of the committee’s work, which shall include, but not be limited to, recommending potential names for consideration by the Board and any criteria the Board wishes to be considered in the process.

The general procedure for selecting a name will be as follows:

1. The ad-hoc committee will be responsible for receiving and screening school name suggestions.
2. The committee shall follow the provisions of the Freedom of Information Act as required by state law. In addition, opportunities for public input must be made available prior to the committee's recommendation to the Board.
3. The committee shall propose a list of not more than five (5) names to the Board for Board consideration. It shall present its recommendation to the Board in accordance with Board bylaws and policies.

It shall be the policy of the Board to consider the naming of the school facilities using the following criteria:

1. If any of the committee's recommendations reflect the name of an individual, such individual must be shown to have had a broad-based, long-term impact on the New Milford Public Schools (the "District") and its community. Individuals to be considered shall (A) have served in the continuous employ of the New Milford Board of Education for an extended period, usually in excess of ten years, with the name being submitted after the individual's separation from compensated service for a minimum period of one year, or (B) be a non-employee of the New Milford Board of Education who has made an exceptional contribution to the children of New Milford for an extended period or (C) after a historically significant figure.
2. It shall be the general policy to name schools and school facilities for persons who have attained prominence locally and nationally, or in the fields of education, science, art, statesmanship, political science, or military achievement; early pioneers of the community of the state of Connecticut; outstanding presidents of the United States of America; or geographical landmarks.
3. Where appropriate, the Board may consider naming portions of its facilities and other areas under its control for individuals and/or organizations that, through their significant endorsement, have made possible the construction of said facilities or other areas.
4. If the school is named after a person, preference shall be given to names of (deceased) persons who have made a significant contribution to education.
5. The Board retains the right to make the final determination in the naming of school buildings, major portions of buildings, or school grounds. This policy notwithstanding, it is the intent of the Board that the naming of major portions of buildings and school grounds occur infrequently and on a limited basis.
6. The Board will consider renaming a school building, major portions of a building, or school grounds only after determining that a current name is no longer appropriate, as indicated by 2/3 affirmative votes of the membership of the Board of Education.

Approved: June 17, 2025
Revised:

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut