

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** March 8, 2005

**TO:** **BOARD OF EDUCATION**

**FROM:** Dr. Joe A. Hairston, Superintendent

**SUBJECT:** **REVISED RULE 7520 - NEW CONSTRUCTION: NAMING OF THE BUILDING AND DEDICATION**

**ORIGINATOR:** J. Robert Haines, Deputy Superintendent, Business Services

**RESOURCE PERSON(S):** Barbara Burnopp, Executive Director, Fiscal Services

**INFORMATION**

The Superintendent's Rule 7520 has been modified to align with the Board Policy 7520. This rule was updated as part of the initiative of the Division of Business Services to update outdated Board Policies and Superintendent's Rules.

All caps indicate new material. Brackets [] indicate deleted material.

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Appendix I: Superintendent's Rule 7520

NEW CONSTRUCTION: Occupying

Naming of the Building and Dedication

IN ACCORDANCE WITH APPLICABLE BOARD OF EDUCATION POLICY 7520, REQUESTS FOR NAMING A SCHOOL MUST COMPLY WITH THE FOLLOWING STANDARDS IN ORDER TO BE PRESENTED TO THE BOARD OF EDUCATION FOR APPROVAL. THIS RULE ALSO DETAILS THE RESPECTIVE ROLES OF THE PRINCIPAL AND THE EXECUTIVE DIRECTOR OF SCHOOLS.

I. PROPOSALS FOR NAMING OF A SCHOOL

THE PRINCIPAL (IF APPOINTED) AND THE EXECUTIVE DIRECTOR OF SCHOOLS WILL FORWARD THE RECOMMENDED NAME TO THE SUPERINTENDENT AND THE BOARD OF EDUCATION. FORMAL BOARD OF EDUCATION APPROVAL MUST PRECEDE ANY LOCAL ARRANGEMENTS FOR DEDICATION.

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.

II. FINAL APPROVAL

FINAL APPROVAL FOR NAMING OF A SCHOOL RESIDES WITH THE BOARD OF EDUCATION OF BALTIMORE COUNTY.

Dedication Ceremonies

It shall be the function of the principal of a newly-opened school building to arrange, if he/she desires, for suitable 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

Revised: \_\_\_\_\_

Superintendent of Schools