

**Seaside School, Inc. & Seaside School Foundation, Inc.**

# **NAMING POLICY**

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*adopted by the Seaside School Foundation, Inc. on 12/19/12*

*adopted by the Seaside School, Inc. on 1/24/13*

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On an ongoing basis, the Seaside School Foundation, Inc. (the "Foundation") and Seaside School, Inc. (the "School") seek significant gifts to construct facilities, purchase equipment, endow major programs and support operations of the School and Foundation.

Subject to any restrictions imposed by applicable law, it is the policy of the School and Foundation to name restricted funds, programs, facilities and space within facilities in honor of significant benefactors who financially support the School and/or the Foundation. The governing body of the appropriate entity is limited to naming funds, facilities and programs it owns. That is, for example, the School is not permitted to name facilities owned by the Foundation, and the Foundation is not permitted to name facilities owned by the School. Both entities agree to inform and seek input from the other entity before evaluating whether to name a facility or space within a facility.

The School and Foundation, as appropriate, will establish specific policies and protocol for referring to named funds, programs, facilities and space within facilities as the opportunities arise.

In the absence of a specific written policy, individuals should consult with the Chair of the Foundation or in his/her absence, the Chair of the School Board, for guidance about how to properly and publicly recognize and refer to named funds, programs, facilities and space within facilities.