

Related Entries: (Not identified at this time)

### Commemorative Plaque and Building Name

The following procedures shall be followed to establish uniform criteria with regard to the design, content, layout and placement of commemorative plaques for capital projects.

- (1) All capital construction projects shall be identified by a suitable commemorative plaque.
- (2) Capital construction projects shall include new facilities, major building additions and major remodeling projects.
- (3) The plaque shall identify the names of the board members seated at the time of completion of the project, the superintendent, the architectural firm, the construction manager and the year in which the project was completed.
- (4) The name of the project as described in the construction documents shall be located at the top center of the plaque and the year completed shall be located at the bottom center of the plaque.
- (5) The plaque shall be 18" wide x 24" high and shall be constructed of cast bronze material.
- (6) The plaque shall be located in a prominent location on the exterior of the administrative suite in the case of a new facility and major remodeling.
- (7) In the case of major building additions, the plaque shall be located at the main entry to the building addition.

32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50  
51  
52  
53  
54  
55  
56  
57  
58  
59

EXAMPLE

18"

PROJECT NAME	
LEE COUNTY SCHOOL BOARD	
Chairman	Member Name
Vice Chairman	Member Name
Member	Member Name
Member	Member Name
Member	Member Name
Superintendent	Superintendent's Name
Architect	Firm Name
Construction Manager	Firm Name
Completed	
20__	

24"

**STATUTORY AUTHORITY:** 1001.42, 1001.43(4), F.S.

Adopted: 2/27/07  
Formerly: AR-4.01