

MEMORIALS

The School Committee recognizes that when a school community experiences the sudden death of a student or staff member, it is important to the school community and to those who are personally affected by the death to acknowledge the event. Additionally, certain traumatic events occurring on a local, state or national level may also give rise to the need for district acknowledgment through appropriate activities. Requests from students, staff, parents or others for remembering or memorializing a person or event may be approved by the Superintendent or designee, subject to the provisions of this policy.

The School Committee recognizes that memorials of flowers, personal messages and mementoes are often created at lockers, parking spaces and other areas on district property upon such losses or events. Memorials may be permitted at the discretion of the [building principal]. He/She will consult with the family of the deceased, as appropriate. The display of all remembrances will be temporary in nature, removed in a timely manner and offered to the family.

Requests may be made to memorialize an individual or event in school yearbooks, at graduation ceremonies and other district activities. Activities that will not detract from scheduled classroom or school activities, or the celebration of student accomplishments may, with prior [building principal] approval, be authorized. Activities or events may be rescheduled or cancelled with prior Superintendent approval only.

In considering memorial activity requests, the administration will balance memorializing or commemorating the individual or event on the one hand, while not creating an atmosphere that glamorizes a traumatic event or self-destructive behavior on the other.

Contributions may be made to a general scholarship fund established by the district memorializing a member or members of the school community or in memory or recognition of certain events. Memorial scholarships may be accepted and awarded under criteria approved by the district in honor of persons who have special significance to the students, district or community. All such offers will be submitted to the Superintendent with pertinent information concerning the purpose of the memorial scholarship. Funds will be administered by the district. Items may be accepted by the district in memory of an individual or event with Superintendent approval only. The Superintendent will consider any maintenance costs to the district of such gifts. Items received become the property of the district and will be used for the purpose for which they were donated.

Schools may observe a moment of silence in memory of the individual or in recognition of certain traumatic events as deemed appropriate by the Superintendent or designee. Additional district counseling services may be made available to provide support. Deaths will not be announced or memorialized on reader boards. School will not be dismissed early or cancelled on the day of a memorial or funeral service [without Superintendent approval]. The district will not hang plaques commemorating the deceased or approve permanent living memorials, such as planting trees [without School Committee approval]. Flags may be lowered only in accordance with state and federal law. District property (e.g., buildings, rooms, fields, gymnasiums, etc.) may

be named or renamed to memorialize an individual with approval only.

The School Committee recognizes the use of district property for memorial services is generally inappropriate. Any such request will be considered in accordance with School Committee policy KF – Community Use of School Facilities.

Cross Reference: KCD - Public Gifts/Donations to the Schools

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