

NORTHERN LEHIGH SCHOOL DISTRICT

SECTION: PROPERTY

TITLE: MEMORIALS

ADOPTED: December 6, 2004

REVISED:

702.1. MEMORIALS	
1. Purpose	<p>Throughout the year, various residents, school directors, administrators, professional and support staff members, parents, students, and other members of the district community experience the unfortunate loss of a relative or loved one. Frequently, the death of a student, friend, colleague, or other loved one motivates individuals to make memorial contributions to the school district. The purpose of this policy is to establish procedures for the management of memorial donations and requests.</p>
2. Authority	<p>The Board recognizes the depth of feeling associated with the tragic loss of a loved one who has had special significance to students, the school district, or the community. The Board also recognizes that memorial observances can bring back difficult memories of tragedies that may have previously occurred in the lives of others. While the Board shares in the grief resulting from the loss of loved ones, it also accepts responsibility in placing parameters upon the role of the district in accepting and acknowledging memorials.</p>
3. Guidelines	<p>A Memorial Book will be maintained in the central office and will record all memorial contributions, both property and monetary. Records will include the item or type of monetary contribution, the name of the deceased, and the name of the purchasing party. The Superintendent's secretary will enter the information. The book will be on display at those School Board meetings that are held in the Board Room and will be available for view in the district office.</p> <p>Northern Lehigh School District deems the following to be examples of appropriate types of memorials:</p> <ol style="list-style-type: none"> 1. The establishment of a self-supporting scholarship. Family members may make the first presentation. 2. Contributions to the Northern Lehigh Memorial Scholarship Fund. 3. Contributions to the Northern Lehigh School District Educational Foundation.

4. The purchase of particular non-property items* with the principal's approval. Following are suggestions of appropriate considerations:

- a. Library books, CD ROMS, school supplies.
- b. Monetary funds designated to a particular school activity or department.

*Non-property memorial contributions may include a label with wording limited to "Donated in memory of the deceased's name by the name of the party purchasing."

Examples 2 and 3 should serve as guidelines for memorials to those who have committed suicide or a decedent who has committed a serious form of illegal behavior.

The following types of memorials are considered inappropriate:

1. Plaques**, statuary, and shrubbery.

**Plaques that are currently on display will remain on display for not more than 10 years from the date of adoption of this policy, or until such time that the family requests return of the plaque.

2. Any contribution that alters the conduct of a regular school instructional day or school activity

The Superintendent or designee reserves the right to define a situation as appropriate or inappropriate. Any appeal to the Superintendent's decision shall be directed to the Policy and Education Committee of the Northern Lehigh School Board of Directors.