

Policy

Memorials and Dedications

A request for any type of memorial or dedication that is intended to recognize a person, a group, or an event, must be submitted in writing to the superintendent. Class gifts to the school are exempted from this requirement, and should be made in consultation with the principal.

The object to be donated, the proposed location, or the space to be dedicated, must be identified clearly. The proposed wording of any accompanying plaque or marker must also be included in the written request.

All memorials and dedications must be approved by the Board. The Board will consult with the Chief School Administrator before placing a memorial or dedication within the school building or on school property. To avoid any unnecessary expense and possible disappointment, the district recommends that individuals refrain from purchasing any type of memorial until it has been approved.

Memorials and dedications shall be free from biases, prejudices, and political and religious connotations. The Board shall not discriminate in approving memorials and dedications because of race, creed, color, national origin, nationality, ancestry, age, sex, affectional or sexual orientation, gender identity, or expression, marital status, domestic partnership status, familial status, and according to law and Board Policy 2224 (Nondiscrimination and Affirmative Action).

The Board reserves the right to agree to the placement of a memorial or dedication, but to request changes in the objects to be donated, wording on plaques and markers, etc., in order to ensure that the memorial is appropriate. The administration shall determine the location of all memorials on school property. While requests will be considered when possible, the administration must consider such issues as design parameters, whether the memorial blends with the school campus, ongoing and future maintenance, and the effect that a memorial may have on students and staff.

With the exception of an extraordinary reason, there shall be a three (3) year waiting period following the death or departure of any individual(s) prior to the placement of a memorial or dedication. The Board will consider any requests for an exception to the waiting period on a case by case basis.

All items received as memorials become the property of the district and the district cannot guarantee that memorials that become damaged or worn will be replaced or repaired at district expense. Memorials and dedications may be moved or removed due to renovations, construction, repairs, or other reorganization of the district property and facilities.

As part of the approval process the Board shall determine if any type of time limit for the memorial or dedication is appropriate. If markers or plaques need to be removed for any reason the district will make a reasonable effort to give those to the family, when that is possible.

No employee or officer will be considered for memorialization while they are currently employed by the district, or currently serving as an officer of the district.

No person who has any form of litigation against the school district or while that person's case remains open and subject to potential litigation shall be considered.

MEMORIALS AND DEDICATIONS (continued)

Adopted: January 6, 2020
Updated:
NJSBA Review/Update:
Readopted:

Key Words
Memorials, Dedications

Legal References: NA

Possible

Cross References: *1140 Distribution of Materials
*1330. Use of Facilities
*3280 Gifts, Grants and Bequests
*3327 Relations with Vendors

*Indicates policy is included in the Critical Policy Reference Manual.