

PENN MANOR SCHOOL DISTRICT

SECTION: PROPERTY

TITLE: MEMORIALS

ADOPTED: September 13, 2010

REVISED:

	<p style="text-align: center;">702.1. MEMORIALS</p> <p>1. Purpose The Board recognizes that memorials established upon school district property must be proposed, reviewed and adopted cognizant of concepts of equality, proper concern for all students and community members, appropriateness of memorials, and best usage of available property.</p> <p>2. Guidelines <u>Memorials Involving Improvements To Real Estate/Installed Markers</u> These same concepts apply to nonmaterial memorials or events such as yearbook entries, ceremonial observances or other similar observance of those from our school community who have passed on. Written requests for the establishment of physical memorials to students shall be submitted to the Superintendent. The request shall include the following:</p> <ol style="list-style-type: none">1. The identity of the person(s) to be submitted for memorial.2. A brief narrative justification for the reason(s) for the memorial.3. A general idea of what type of memorial to be established given the options described below. <p>The Superintendent may refer the request to a school-based committee which shall have a minimum of five (5) members including the building principal, a maximum of three (3) staff members, the school counselor, a maximum of three (3) parents/guardians and at the secondary level a maximum of three (3) students. For memorials requested to be placed at athletic facilities, the school-based committee would include the Director of Cocurricular Athletic Activities.</p>
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The Superintendent or designee, however, will make the final decision. The school-based committee may request further information if required. In making a recommendation for a memorial, the school-based committee shall consider the following:

1. The school district may provide family and friends appropriate opportunities to share their grief upon the death of a student.
2. The memorial should be unobtrusive and shall not be prominent to the point of drawing the attention of those at risk of harming themselves to gain similar attention.
3. Plantings on school grounds (trees, shrubs, perennials) are discouraged as such memorials may die or need to be removed. If a planting is permitted, the type and placement of the planting is subject to the approval of the principal and the Director of Buildings and Grounds.
4. When a planting (trees, shrubs, perennials) is deemed appropriate, such plantings are restricted to areas of the school property already designated for similar landscape features.
5. Installation of further markers or plaques, if necessary, shall be no larger than twelve (12) by six (6) inches and shall extend no further than four (4) inches above the level ground surface.
6. The school district, without notice to the individual or individuals who requested the memorial, may relocate or remove the planting or memorial in the event the school district determines, in its sole discretion, that such removal is necessary for relocation.

Other Memorials

Community and family members who wish to memorialize members of the Penn Manor community and student body are encouraged to consider these methods of recognition:

1. A memorial scholarship with award guidelines approved by the principal.
2. Purchase of library books, CD ROMs, school supplies, or equipment with the approval of the principal. Donated books or equipment may include a label with wording limited to "Donated in memory of" and the deceased's name along with the name of the party purchasing.

3. Monetary funds designed to a particular school activity or department. The principal shall approve the use of funds.

Penn Manor Education Foundation

Individuals or groups wishing to memorialize loved ones are strongly encouraged to utilize the facilitating services of the Penn Manor Education Foundation. The Penn Manor Education Foundation can facilitate the following:

1. Charitable annuities.
2. Donations of assets such as stocks, bonds and mutual funds.
3. Sustainable scholarships.
4. Venture grant funding.
5. Purchase of memorial brick to be placed in the memorial courtyard.
6. Named endowment.

Spontaneous Temporary Memorials/Expressions Following A Death

Tragic incidents or deaths may be observed by spontaneous expressions of grief, support or sympathy for a victim. These expressions often have taken the form of banners, locker decorations, or gatherings. So that no human life is taken to be more or less important than others, the following is established:

1. In enforcing this policy, it is imperative that students and staff involved are treated in a sensitive manner by explaining the reasons for the policy to the student and their parents/guardians.
2. Since these expressions are indications that students feel the need to express something they are feeling, individual or trained professionals should offer group sessions to appropriately address them.
3. Locker decorations should be limited to that of the victim's locker only. Principals should use discretion as to their appropriateness and when they are to be removed.
4. Spontaneous gatherings without the presence of an appropriate adult should be discouraged.

5. Formal observances should give the family final consideration in decision-making.
6. The district shall not permit memorial services to be held in school buildings or on school property.

Unacceptable Memorials

The following types of memorials are inappropriate:

1. Memorials that alter the conduct of a regular instructional day or school activities.
2. Require the discontinued use of school property.
3. Those that are planned to infringe upon the constitutional rights of others.
4. Require the use of public funds for purchase, development, or maintenance.
5. Memorials to those who have glamorized the method of death.
6. Memorials to those who have committed a serious form of illegal behavior on the part of the deceased.