

Memorial Policy

The loss of a loved one is always very difficult and the desire to remember that loved one is significant. The staff and administration of Raymond Central Public Schools will adhere to the following guidelines when memorializing deceased students and staff.

Should a person or persons seek to memorialize the death of a student who is currently or previously enrolled in grades PreK-12 at Raymond Central School District or of a staff member currently or previously employed by the Raymond Central School District, the following regulation shall be followed.

School Memorials. Raymond Central School District does not conduct memorial ceremonies in the school setting, at school activities, or at activities affiliated with the school district. Published memorials are permitted only with approval of the deceased student's building principal and parents/guardians, and input from the district crisis team as requested by the principal or required by law, in print or online versions of the following Raymond Central School District publications: the yearbook of the year of the individual's death, or the next available school newsletter. Memorials may be included in those publications one time within one calendar year of the individual's death.

Memorials selected for inclusion in one of the District's publications are limited to a picture; name; class year or grade taught; and school activities (for students) or sponsorships (for staff) if applicable. No other information may be included in the memorial for any staff member or student.

Foundation Memorials. With the approval of the student's building principal or the employee's department leader, and input from the district crisis team as requested or required by law, other memorials may only be established if there is no cost to the district, with the consent of the deceased student's parents or guardians or the deceased employee's family, and only through the Foundation for Raymond Central School District.

Memorials through the Foundation for Raymond Central School District include the following:

1. Monetary funds designated for scholarship(s).
2. Monetary funds designated for library books, digital media, supplies and equipment, with the approval of the school principal or department leader. Items purchased through these funds will become the property of the Raymond Central School District and their maintenance and potential removal will be governed by the District, which may discontinue use and dispose of the property without notice to the family.
3. Monetary funds designated to a particular activity or department. Providing these funds does not result in an agreement to "name" the activity or department in that person's honor.
4. Monetary funds designated for plantings on school grounds, such as trees, shrubs, perennials and garden elements. The type and placement of these requires the additional approval of the Facilities and Maintenance Department. Items purchased through these funds will become the property of the Raymond Central School District and their maintenance and removal will be governed by the District without notice to the family.

Any memorial display in existence at the time these regulations are initially adopted, whether in compliance with these guidelines or not, will be removed when four years have elapsed since the death of the individual and offered to the parents or guardians or family, if they can be contacted and retrieve the memorial within a reasonable time.

Parents or guardians or family members of deceased students and employees are encouraged to inform the school or department responsible for the location of the memorial display of any change of address so the memorial displays may be returned to them, if possible.

Date of Adoption: January 16, 2019