

SERIES 800 – SUPPORT SERVICES

Public Gifts to Schools - 840

Memorials (841)

From time to time there may be a desire to honor a deceased student or employee of the Norwalk-Ontario-Wilton School District. Any individual or group considering honoring a deceased member of the school community with a plaque or some other physical form of recognition shall place their request in writing and submit that request to the District Administrator. The District Administrator will consult with the family of the deceased. If the justification of the memorial be considered proper and appropriate by the District Administrator, the District Administrator shall develop a proposal to be presented to the Norwalk-Ontario-Wilton Board of Education. The administrative approved proposal will describe the details of the memorial along with any financing. The proposal will be placed on a school board agenda for consideration and approval/disapproval by the Board of Education.

A written request may be made to the High School Principal to memorialize an individual in the school yearbook. The High School Principal has final determination if the deceased will be memorialized in the school yearbook.

The Norwalk-Ontario-Wilton School District will not allow Memorials for students or employees who commit suicide in conjunction with guidelines established by the Wisconsin Department of Public Instruction.

Major school ceremonies such as graduation, awards and scholarship night, National Honor Society Induction, or the like, are not appropriate for significant memorial activities.

The plaque in the Memorial Garden will recognize deceased students and employees who were attending school or under contract with the school district at the time of their death.

Scholarships are exempt from any regulations in this policy.

Approved: 6/12/2013