



Policy and Procedures

File: JU-E

Permanent Student Memorial Application

Grief experts recommend a minimum of 4-6 months pass after the tragic loss of a student before permanent memorials are created. As a result, except where the nature of the planned permanent memorial is time-sensitive (e.g. yearbook or student newspaper), a minimum of 4 months must pass before an application for a permanent memorial will be considered. All student memorials involving the District, including its schools, facilities, programs, or personnel, must first be submitted in writing to the school principal. The application will be reviewed by the school principal, the superintendent, and the Board of Education.

Date of Application: _____ Deceased Student's Name _____

School Attended/Grade: _____ Date of Death: _____

Brief Description: _____

Parent/Guardian(s) Signature(s) _____

*****DISTRICT USE ONLY*****

[] Approved [] Denied

Principal's Signature: _____

Superintendent's Signature: _____

Board Representative Signature: _____

Comments (if any): _____
