

Braham Area Public Schools

Ind. School Dist. #314

Braham, MN 55006

Adopted: September 16, 2018

Reviewed: September 20, 2021, September 16, 2024, March 24, 2025

Revised: **March 24, 2025**

#101.2 - MEMORIAL / NAMING POLICY

I. PURPOSE

Braham Area Public Schools recognizes that the loss of a member of the school community has a great impact on students, staff, and families. Further, the district recognizes that decisions made about memorials immediately after traumatic events may not take into full consideration the potential impacts to students, staff, and community members. The purpose of this policy is to assist staff, students and families impacted by a death by providing guidelines for decision-making regarding memorials and memorialization activities.

II. GENERAL STATEMENT OF POLICY

The mission of Braham Area Schools is to provide high quality positive lifelong learning to nurture each individual's unique potential, talent, and self worth through fostering a high level of community commitment, creating increased opportunities for learning, encouraging open communication, recognizing that education is a cooperative responsibility, and building meaningful relationships with all stakeholders. With the utmost respect towards all those who may be grieving, and with the intention to provide support as possible, it is the policy of the district that school buildings and grounds not be used for permanent memorials. ISD #314 suggests gifts and recognitions in memory of an individual be in the form of student scholarships or donations to the Braham Area Education Foundation in the name of the deceased.

III. DEFINITIONS: “Memorials” mean objects or activities meant to remember an event or deceased person(s).

IV. MEMORIAL GUIDELINES: This policy will guide decisions moving forward from the date of first adoption and will not impact previous memorials. Persons who have questions should contact the Superintendent.

V. NAMING OF FACILITIES GUIDELINES

In naming sites or facilities, consideration will be given to those names that will have special meaning to the students and citizens of the school district. The following criteria shall be met when naming facilities:

- A. The proposed name shall be appropriate.
- B. The name will stand the test of time by reflecting the mission and vision of the school district.
- C. If the name involves a person, the individual involved will have made a significant contribution to the site, facility, or school district.
- D. Naming a site or facility after a deceased person shall be done after taking the above criteria into consideration and after a waiting period of at a minimum of one year following the individual's death.
- E. Periodically, site or facility names shall be reviewed as to their continued appropriateness. If a particular name is no longer appropriate, the School Board reserves the right to change it. The school board may form an ad hoc committee to examine any naming requests and make a recommendation to the school board. All facility name changes will require a majority vote by the school board.

Braham Area Schools / ISD #314

Application for Naming of School Facilities

Policy #101.2

Complete the form in its entirety and submit it to the Superintendent's office. Please be specific with your information and indicate exactly what you would like to see happen. The school board will consider the application at a future school board meeting and may choose to form an ad hoc committee to create a recommendation. It is your responsibility to contact the Superintendent's office on a routine basis to determine policy progress. Use additional paper as needed.

Date: _____

Nominator:

Name: _____

Email: _____

Phone: _____

1. Name of ISD #314 Contributor (name of person to be honored):

2. Reasons for Nomination:

- Example: What did the person accomplish, improve, change, years of service, committees?

3. What area (court, gym, field, complex) are you suggesting be named?

4. Is there a significance to the area suggested?

5. The specific name for the area:

- Example - Froyen Field, Boughton Track Complex, John Anderson Baseball Field, Lou Hudson Gym

6. What is the estimated cost associated with the dedication and identifying the area to be named or renamed?

- Consider signage, type of signage, # of signs, potentially removing old signage, etc.
- If there is a cost associated with naming this area, where would the funds originate?