

## **Community Relations**

### **Memorials for Deceased Students or Staff**

The CREC Council will consider requests for a memorial to honor a deceased student or employee on an individual basis.

Permanent memorials for deceased students or staff shall be in the form of perpetual awards or scholarships, plantings, collections of books, or items of historical or educational significance. Plantings may be marked with a permanent plaque indicating the name of the person to be memorialized. Memorials shall be limited to one per loss.

Temporary school-wide memorials for deceased students or staff may include plaques or other displays that are returned to the family at the end of the school year.

CREC reserves the right to establish design parameters so that a memorial blends with the architecture or setting of the facility, and/or blends with existing memorials.

No CREC funds shall be expended for memorial plaques and/or dedication plates, except as required for installation purposes.

Any individual or group wishing to honor a deceased member of the school community shall submit the request in writing to the principal/program director, who will consult with the family of the deceased and make a recommendation to the Executive Director or designee. If appropriate, the Executive Director/designee will present the recommendation to the Council for consideration at a regularly scheduled meeting.

Written permission from family members must be obtained prior to making final arrangement for a memorial or dedication.

Policy adopted: April 21, 2021

CAPITOL REGION EDUCATION COUNCIL  
Hartford, Connecticut