

DEATH OF A STUDENT OR STAFF MEMBER

The School District recognizes the far-reaching impact a student's or staff member's death may have on other students, staff, families and the community. The District believes that remembrance of a student or staff member whose life ended during his/her years in the School should be consistent and equitable from case to case, and considerate of the grief process of family, friends, and coworkers, and in accordance with Board policy. 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. Memorials set a precedent for the future and need to be equitable. The purpose of this policy is to assist staff, students, and families affected by a death by providing guidelines for decision-making regarding memorials and memorialization activities.

DEATH OF A STUDENT OR STAFF MEMBER The School District establishes the following protocol in respect for the needs of individuals experiencing grief due to the death of a student or staff member.

1. The District's crisis response plan will be followed.
2. Grieving students will be excused from class to speak with appropriate staff members and counselors.
3. Students wishing to attend the funeral service may do so with parent permission. These students will be excused from class, but may be required to make up any missing assignments. Special arrangements will be made for siblings or relatives of the deceased student or staff member.
4. Memorial gifts/fundraisers organized in school must have the consent of the school administration and any other consent as required by District policies and/or procedures. The District's established processes and procedures for fund raisers should be followed. Students and staff may be given direction as to what is appropriate as a memorial. Suggested memorials include a blood drive, partnering with local nonprofit organizations and related activities, or establishing a scholarship. As a courtesy, the family of the deceased student or staff member should also provide consent before engaging in the activity.
5. If staff members wish to attend a funeral service for a student or staff member, they need to coordinate their absence with their supervisor and the appropriate leave notation will be made in personnel records.
6. School marquees will not be used to post messages about the deceased student or staff member.
7. The United States flag will only be lowered to half-staff in accordance with the laws and policies of the State.
8. The graduation ceremony is reserved for the celebration of scholastic achievement and the anticipation of future opportunities available to all of the graduates of the School District. The school administration will work together with the family of a deceased student to properly recognize the student's completion of high school.