

NEW CONSTRUCTION

Commemorative Plaques in Schools

1.0 New School Plaques

- 1.1 The superintendent of education/facilities services shall purchase the plaques for new school openings from the furniture and equipment budgets of the new schools.

2.0 Anniversary Plaques

- 2.1 The manager of communications shall review the board list of school ages in May of each year to determine the schools that will experience a 25th, 50th or 75th anniversary in the next school year. She/he shall inform all superintendents, in writing, of the school names and reference Policy and Regulation: *Commemorative Plaques in Schools*.
- 2.2 The superintendent of education/area shall contact the principals of eligible schools in her/his area to determine an appropriate time for the plaques to be presented to each of the schools by the appropriate trustee(s).
- 2.3 The plaques shall be purchased by the manager of communications from his/her budget.
- 2.4 For all other occasions and celebrations, a certificate will be provided for presentation.

Appendix:

None

Effective Date

2000-12-18

Amended/Reviewed

2006-08-02

2011-05-06

2012-01-06

2013-03-18