2501 **Benevolent Guidelines**

Remembrances from the Board of Education shall be sent for the following circumstances:

1. Memorials

Card and \$25.00 memorial sent for death of a staff or Board member, or staff or Board member's spouse, mother, father, brother, sister, or child

- 2. Death of a retired employee Card

3. Staff retirement (not relocation) Retirement gift

4. Termination of service of a board member Gift recognizing service

Adopted on: October 8, 2012 Renumbered on: June 12, 2023 Reviewed on: _____