



Graduation News

Graduation 2012 is approaching quickly. Listed below is important information for seniors and their parents.

1. All caps & gowns should be ordered and paid for now. If you have not taken care of ordering and paying for your cap & gown, you need to see Mrs. Ebert a.s.a.p.
2. All student fees and fines must be paid prior to the issuing of caps & gowns. Caps and gowns will be distributed beginning on Monday, May 21, 2012, from 8:00 a.m. – 3:00 p.m. in the main office. If there are any problems with the fit, please contact the office immediately. Caps and gowns will only be issued to students upon completion of all obligations.
3. Each graduate will be allotted a total of ten (10) tickets. If a graduate has more than one family to receive tickets, each family will receive five (5) tickets. Parents will need to pick up tickets and sign for their allotted tickets in the main office on Tuesday, May 1, 2012, from 7:00 a.m. – 6:00 p.m. We will not be mailing tickets home. If you have any questions or concerns about picking up your tickets or wish to delegate someone else to pick up your tickets on May 1, please contact Mrs. Ebert (Monday through Friday from 7:00 a.m. – 2:30 p.m.) at (920)982-8420, ext. 1000 to make arrangements. Any tickets not picked up on May 2, 2012, will be deposited in a “ticket bank” for others to use. Everyone, including small children, will require a ticket for admission even if the child is going to sit on an adult’s lap. It is up to each family to disperse tickets to the people they wish to attend the ceremony. If you do not require all of your allotted tickets, please return them to the main office so the extra tickets can be deposited in the “ticket bank.” If you require additional tickets, please call the main office to sign up for the “ticket bank” tickets after May 1, 2012. “Ticket Bank” tickets will be released as they become available.
4. The last day for seniors will be Thursday, May 24, 2012. Seniors must be in their morning classes on Thursday, May 24. Seniors will report to the gym for graduation practice at 12:30 p.m. sharp. Students participating in the ceremony must attend the practice.
5. There will be no reserved seating for parents or guests. All seating will be on a first come, first serve basis. We have eight accommodations for wheelchairs on each side of the bleachers that will house two wheelchairs each. If you would like **to reserve a wheelchair space**, please contact Mrs. Ebert at the number listed above. **There will be no other reserved “handicap” seating.**

Prior to Graduation

1. Graduation ceremonies will be held on Friday, May 25, 2012, in the High School Gymnasium at 7:00 p.m. All fines, fees, library materials, payments for student purchase supplies, musical instrument rental, and any other obligations must be taken care of before this date. Students who do not take care of these responsibilities will not be allowed to participate in the ceremony.
2. All detentions/suspensions **must** be made up before Thursday, May 24, 2012. If you fail to do so, you will not be allowed to participate in the graduation ceremony.
3. The Board of Education requires 24 credits for graduation. All graduation requirements (including career portfolio and senior interview) must be met for a student to participate in the ceremony.
4. **A student suspended for school violations during the last week of school and which affects graduation practice will not be eligible to participate in the graduation ceremony.**

GRADUATION DAY

1. Graduation is a very important event for students, parents, relatives and friends. Appropriate dress and behavior is expected for the graduation ceremony. Failure to comply will result in the removal from the graduation ceremony.
2. **Graduates should report to the high school Commons by 6:15 p.m.** Graduates will receive their boutonnieres and flowers in the Commons area at that time. **Graduates need to enter the building via door #9** (faculty parking lot entrance) and have their name checked off by the supervisor at the door.
3. The graduation ceremony will begin promptly at 7:00 p.m. All graduates will be lined up in the main hallway by 6:50 p.m.
4. The school will be open at 6:00 p.m. for admission by ***ticket*** only. **Parents & guests should enter the gymnasium via the student parking lot entrance (Door #2).** Sections will be reserved for faculty, school board members' families, and the graduates only. Parents and guests are free to sit on the gym floor behind the graduates section, as well as on the bleachers. At 6:45 p.m. we will admit non-ticket holders, providing there is available room. School personnel will determine space availability.
5. We know that some of you may want to videotape the ceremony and that is acceptable as long as the aisles are not blocked. Cable 6 will also be videotaping the ceremony. You will need to contact them to find out when they plan to broadcast the ceremony.
6. The diploma cover will be issued on stage as has been done in the past. The actual diploma will be issued in the Commons when the graduate returns his/her gown immediately following the ceremony. The graduate will get to keep their cap and tassel. ***A student who displays inappropriate behavior during the program will not receive a diploma after the ceremony.***