

GRADUATION 2018 PLANS AND PROCEDURES

GRADUATION PRACTICE – MANDATORY ATTENDANCE - entire practice:

Friday, May 25, 2018 – Report by 8:30 am to the gym with your cap, gown and tassel.

You must attend this practice. Failure to do so means you will not participate in the evening ceremonies. If you are late, your participation is not guaranteed. We will try to finish by noon, but it will depend on the level of cooperation of the class.

GRADUATION CEREMONIES:

Friday, May 25, 2018, 7:30 pm Knight Stadium

In case of inclement weather, the ceremonies will be moved inside to the Gymnasium.

Graduation is Friday, rain or shine. **THERE IS NO RAIN DATE.** If a change in location is necessary, a decision will be made by 3:30 pm Friday and announced on local radio stations, School Messenger and FaceBook. Please do not call the school. There are many phone calls that we must make when the ceremony is moved, and we need the phone lines to make those calls. Calling the school will not change the decision to move the ceremony inside.

ATTIRE AND DECORUM:

All graduates must have appropriate attire including a cap (black or silver), gown and tassel. We ask that you choose clothing for under the gown that is appropriate for wearing to church or some other special occasion such as a wedding or funeral (i.e., **NO** tennis shoes, work boots, flip flops, blue jeans or shorts; gentlemen need to be in shirt and tie). No decorations are permitted on top of the mortar board or on the gown. Behavior should not distract from the dignity of the ceremony, or draw attention to the individual as he/she participates in the ceremony.

ADMISSION:

For Knight Stadium, anyone may attend. No tickets are necessary. For the Gymnasium, **admission is by ticket only.** Each student will receive 4 tickets. Only those people having tickets will be admitted, including infants and children! Doors to the Gymnasium will open at 6:45 pm. Tickets will be collected at the entrance to the Concourse. Tickets are given out at practice on Friday morning, May 25, 2018.

DISABLED/HANDICAPPED SEATING AND PARKING:

Pick up a form from Mrs. Lynn Broderick in the theatre and **return it by Monday, May 14, 2018.** (These tickets will be distributed on Friday, May 18, 2018.) Handicapped parking is located between Knight Stadium and the school. Please complete a form even if the driver has a blue placard or handicapped plate issued by the state so that we know how many spaces to reserve. Please arrive early, as these spots will be held only until 7:00 pm. All other parking is on a first-come, first-served basis. Please carpool as parking spaces are at a premium.

CEREMONIES WILL BE BROADCAST by WFSP Radio beginning at 7:00 pm. Live streaming will also be available on the Preston County School website. The ceremonies are professionally taped by Jan's Studios, and may be purchased directly from Jan's. Jan's will be available to take individual pictures in the Gymnasium before practice on Friday from 7:45 to 8:15 am, and immediately following practice. (Your shoes will show in the picture, so dress accordingly.) Also, **a class picture will be taken at the end of practice.** These pictures will be available for purchase from Jan's. An envelope will be provided and must be brought to practice with appropriate payment made out to Jan's Studios.

FINANCIAL OBLIGATIONS:

All bills should be paid before Friday, May 11, 2018. **Any senior who still has a balance due in any area will NOT RECEIVE THEIR DIPLOMA.** Payments will **NOT** be accepted during graduation practice or the night of graduation. The diploma may be picked up in Guidance when payment is made in full during regular school hours the following week. Remember, the Library computer stores information from your entire 4 years at PHS. **CLEAN OUT YOUR LOCKER!** Also, save any files from your student folder, as these files will be deleted after graduation.

HOT LUNCH REMINDERS:

Any senior who still owes a lunch bill will not receive his or her diploma in the Graduation Ceremony. The diploma may be picked up when payment is made in full during regular school hours the following week. Please use cash only from now on so as not to add to your lunch bill.

DISCIPLINE:

Seniors cannot have any outstanding discipline. **You must complete all owed discipline or you will not be permitted to participate in the Graduation Ceremony.** The diploma may be picked up after the makeup time is completed.

SENIOR PORTFOLIOS:

The Senior Portfolio/CTE Presentation must be completed and approved by Mr. Murray/Ms. Wilt. **You must complete the portfolio or you will not be permitted to participate in the Graduation Ceremony.** The diploma may be picked up when the portfolio is completed.

FINAL EXAMS SCHEDULE:

Thursday-Friday	May 17–18, 2018	
Monday	May 21, 2018	Makeups

OTHER NOTES:

Senior Scholarship/Awards Night is Wednesday, May 23, 2018, at 6:00 pm in the PHS Theatre. A reception for seniors and their parents and guests will be at 5:30 pm in the Concourse.

Final Transcripts – All colleges require a final transcript which includes your senior grades. All students planning to pursue post-secondary training must request a **FINAL transcript** from parchment.com beginning Friday, June 1, 2018.

NCAA Clearinghouse for Division I or II Sports – Make sure that you have applied and processed the forms necessary to be eligible for college participation. See Mrs. Pyles.

Transfer of Pierpont Career & Technical College credit(s) to other institutions – Complete the transfer form and return it to Ms. Wilt.

Baccalaureate will be held on Thursday, May 24, 2018, at 7:00 pm in the PHS Gymnasium. This is a nondenominational religious service held for your student's graduating class. Attendance is not mandatory.

***The CTE Ceremony will be held on Monday, May 21, 2018, at 6:00 pm in the Gymnasium.** This ceremony is for all senior completers in the CTE Program. All completers are encouraged to attend and will need to be here in their gowns by 5:30 pm.

***Practice-Wednesday, 5/16/18, 9:15-10:15 am.**