

GRADUATION COMMUNICATION 2020

All Call

Hello Seniors!

The day you have patiently and eagerly waited for is finally here - Graduation for the Class of 2020! Because of COVID-19, there will be many details. We will send an email as well as a letter with all these details. Every detail is vitally important to follow as the Department of Health and Sanitation has approved our plans and can shut down the ceremony if we do not follow our school safety plans carefully.

1. Graduation

- a. The graduation ceremony will be held on **Monday, June 1st and Tuesday, June 2nd.**
- b. Graduation will be held in the Buchtel auditorium. Each graduate will be allowed to bring a **MAXIMUM OF FOUR GUESTS.** All guests and graduates are expected to have a functioning mask on hand. You will be asked to wear your masks, except when the graduate is walking the stage or taking photos.
- c. *Students will be assigned a designated time to graduate. Students will be assigned a parking section in the parking lot in front of door 1. Students must be on campus and respond immediately when their names are called to enter the building through door 1. Students who miss their time or who are late will HAVE TO RESCHEDULE during the make-up time slots. Students will be scheduled within a 20-minute graduation window.*
- d. FOR EXAMPLE, if LaCresia Beecher is scheduled to graduate at 9:45 am. She and her four guests must be parked on campus. A staff or APD officer will signal that the graduate and guests can enter the building and prepare to walk the stage to collect her diploma. If LaCresia is not parked and ready by 9:45 a.m., she will be asked to re-schedule no exceptions.
- e. Once in the building, the graduate and guests will enter the auditorium - participate in the ceremony - and exit through the cafeteria and middle school gym in order to pick up awards, certificates, senior tokens, and take a graduation photo.
- f. The graduate and guests will stay together the entire time and exit door 2.
- g. **Again, all individuals entering the building are asked to wear a mask.**
- h. ***There will be NO EXCEPTIONS for...***
 - i. ***Students who are late to or miss their cap and gown scheduled time.***
 - ii. ***Students who are late to or miss their scheduled graduation time.***
 - iii. ***If you are late or miss your time for either of those two events, you will be re-scheduled for a makeup slot on another day - if available.***
 - iv. ***You will receive a letter with your scheduled days and times shortly.***
- i. ***The reason for a tight timeframe is to ensure we do not exceed the maximum amount of people allowed on the campus and in the building per the Department of Health and Sanitation. For your safety, and the safety of others, please be ON TIME!***

2. Cap and Gown Pick Up

- a. Cap and Gown pick up will be on **Thursday, May 28th and Friday, May 29th.**
- b. Students must be prepared to:
 - i. Return their Chromebook and all Chromebook equipment including chargers and cases.
 - ii. Pay a reduced senior dues fee of **\$75 CASH ONLY** if dues were not paid . (This will pay for the cap and gown among other things.)
 - iii. Pay any fees that were not forgiven- for example, CCP fees from the prior years.
 - iv. Return full ROTC uniform, for cadets.

- c. To prepare for graduation, students will be assigned a day and time to enter the building for cap and gown pick up.
- d. Students have been sent a Google Meet invitation from Mrs. Ramsey and Mr. Lingenhoel where they will be given their cap and gown and graduation time. Please strongly encourage your scholar to check their email and attend the Google Meet.
- e. Just like graduation, students will report at the SAME graduation time. For example, if LaCresia Beecher is graduating at 9:45 am. Her cap and gown pick up is also 9:45 am.
- f. Seniors and parents must wear a mask.
- g. Only one senior and one parent will be allowed to participate in cap and gown pick up.
- h. Cap and Gown pick up will be in the COMP GYM.
- i. *Students will enter at DOOR 36, walkthrough senior stations, and exit through DOOR 40. Students will be encouraged to park on the Morley side. You will exit through the Copley side so you will have to walk around or have someone drive your car around. Administrators or staff will be posted throughout the campus to facilitate this process. No more than 5 students and up to ten total people will be allowed to wait outside to enter door 36. Students will be asked to wait in their cars as needed. Students who are in line waiting to go in will be asked to stand 6 feet apart, no more than 5 waiting in the exterior line. No more than 5 students will be permitted in the building at a time with 1 parent per student. Students who arrive late will be re-assigned to the make up time period.*
- j. *There will be NO EXCEPTIONS for...*
 - i. *Students who are late to or miss their cap and gown scheduled time.*
 - ii. *Students who are late to or miss their scheduled graduation time.*
 - iii. *If you are late or miss your time for either of those two events, you will be re-scheduled for a makeup slot on another day - if available.*
 - iv. *You will receive a letter with your scheduled days and times shortly.*
- k. *The reason for a tight timeframe is to ensure we do not exceed the maximum amount of people allowed on the campus and in the building per the Department of Health and Sanitation. For your safety, and the safety of others, please be ON TIME!*

3. Senior Coursework.

- a. You have come this far! Keep going!
- b. As a reminder, to be eligible to participate in commencement, you must do one or more of the following:
 - i. Complete your 3E requirements.
 - ii. All grades are due on May 20.
 - iii. Sustain a passing grade in all courses.
 - iv. Complete your credit recovery courses satisfactorily.
 - v. If you do not know your status, please contact your counselor immediately.

4. Graduate Yard Signs

- a. Information about the distribution of Graduate Yard Signs will be distributed at Cap and Gown pick up.
- b. See Mrs. Beecher for more information.

5. Senior Photos

- a. Head & shoulder shots will be taken during graduation free of charge.

6. SENIOR CLASS MEETING

- a. Mrs. Ramsey, Mrs. Pluck, and Mr. Lingenhoel are hosting a senior meeting. There are two options for you to attend the Google Meet senior meeting.
 - i. Thursday, May 21 at 1 pm
 - ii. Friday, May 22 at 10:30 am
 - iii. Check your email for the Google Meet links 30 minutes before the meeting begins