

# GRADUATION 2019



**WILLIAM J. PALMER  
HIGH SCHOOL**

**MAY 22, 2019  
9:00 A.M.**

## SPECIAL DATES FOR SENIORS

April 4, 2019	Senior Class Meeting – Auditorium – <b>10:45 a.m.</b>  (Seniors report to Auditorium at <b>10:40 a.m.</b> )
April 26, 2019	Unity Fest – Courtyard at lunch
April 29, 2019	Data /Collaboration Day – No Students
May 3, 2019	Prom Assembly – Auditorium – 7 <sup>th</sup> period
May 4, 2019	Prom – 7:00 p.m. – 11:00 p.m.
May 6, 2019	Pick-up honor cords from the Registrar's Office. Bring \$12.00 (no checks, please)
May 7, 2019	Choir Concert – Auditorium – 7:00 p.m.
May 8, 2019	Brown & White Ceremony – 6:00 PM Eagle Wing (Student Council Cabinet only)
May 8, 2019	Pick-up cap and gown in Community Room (Commons) <b><u>Time: 11:00 – 3:00</u></b>  <b>***Obligations must be paid*** Seniors must show proof of completion of online Senior Survey and ICAP. Go to the Counseling Office to complete.</b>
May 9, 2019	Band Concert – Auditorium at 6:30 p.m.
May 14, 2019	Orchestra Concert – Auditorium – 7:00 p.m.
May 13, 2019	Senior Finals – 2-4-6- Seniors Locker Clean Out - 7 <sup>th</sup> period (Seniors will be released)
May 14, 2019	Senior Finals – 1-3-5-7
May 14, 2019	Seniors' Last Academic Day
May 15, 2019	Senior Brunch – 8:45 AM
May 15, 2019	Senior Celebration Assembly & Yearbook Distribution – ERPS Gym – 10:30am
May 18, 2019	Beautification Day – 9:00 a.m. – 1:00 p.m.
May 20, 2018	IB Senior Celebration – Eagle Wing at 3:30 p.m.
May 22, 2019	Rehearsal – <b>7:00 a.m.</b> Graduation – <b>9:00 a.m.</b>  Ceremony World Arena (No classes for students)

## SPECIAL SCHEDULE FOR MAY 15, 2019

### May 15, 2019

#### **Schedule for Seniors:**

8:45 – 10:15	Senior Recognition Brunch & Alumni Scholarship Presentation (Sponsored by Alumni) <i>This is a dress-up occasion!</i>	Eagle Wing
10:30 – 11:15	Senior Celebration Assembly	ERPS Gym
11:15 – 12:45pm	Yearbook Distribution and Signing (All Students)	ERPS Field
12:30	Bell Ceremony	Courtyard
3:10	Buses depart	

Seniors can pick up their yearbook in the ERPS Gym. They can move to the ERPS Field for Yearbook Signing until 12:30 pm.

Yearbooks not picked up on **May 15, 2019** will be available in the Business Office.

## INSTRUCTIONS FOR SPECIFIC YEAR-END ACTIVITIES

### COMMENCEMENT REHEARSAL AND CEREMONY

May 22, 2019 at 7:00 a.m. for rehearsal and 9:00 a.m. for graduation ceremony at the World Arena

- **Rehearsal is required** for any student who expects to participate in commencement.  
\*\*\* **Please allow enough travel time to arrive at the World Arena and be seated by 7:00 a.m.** \*\*\*
- Caps and gowns are **required** at the rehearsal.
- Diplomas and final grades for second semester will be distributed immediately after the commencement ceremony on the concourse level between gates B and C. **Diplomas will not be mailed home.**
- Parking and seating for disabled individuals is on a first-come first-served basis, so please arrive early.
- **Families will be admitted to the World Arena at 8:00 AM, one hour prior to the ceremony.**
- Special seating for hearing impaired guests may be found at the front of section **108**.
- Do not bring coats (weather permitting), purses or other items into the arena with you.
- Do not bring beach balls or other items which may disrupt the ceremony or detract from the decorum of the event.
- The arena prohibits the tossing of caps inside the facility.
- Please dress appropriately for the occasion. Students wearing short pants, sandals, tennis shoes or sunglasses will not be allowed to walk across the stage.
- Family members will not be allowed on the arena floor for safety reasons. After the ceremony, seniors will be recessed out and around to the front of the arena, **concourse level C**, to meet with family members.

### OBLIGATIONS

**Please take care of all obligations, including the following, BEFORE Commencement:**

- Unfinished Work
- Borrowed or Lost Property
- Fees or Fines
- Return all Library Books and Textbooks

Your diploma will be **withheld** until your obligations have been cleared. Once cleared, diplomas may be picked up in the Registrar's Office.

### FAILURE AND SUMMER SCHOOL

Each year, a number of seniors fail one or more classes in their last semester, and then become ineligible for a diploma until the credit is obtained. If the credit(s) can be obtained (a maximum of 2 credits) during summer school, the senior may participate in Commencement if a receipt showing summer school registration is brought to the Counseling Center no later than **April 30, 2019**. However, the student **WILL NOT** receive a diploma until after completion of the required work. Diplomas may then be picked up in the Registrar's Office. If the failed work cannot be made up in summer school, the senior will not be able to participate in Commencement.

## LAST ACADEMIC DAY FOR SENIORS – May 14, 2019

Seniors are expected to be in classes through Tuesday, May 14. All work should be completed by that date. Teachers may require seniors to take additional work (and tests) if, in their judgment, it is necessary for completion of course credit. We advise you to check your class standing with each teacher now.

### SENIOR HONOR CORDS

- **NHS:** The traditional honor cords (royal blue in color) will be available to seniors who are members of National Honor Society. NHS cords for members are \$8.00 payable to the Business Office, or donate a new or lightly used backpack to Mr. Chamberlin's office.
- **Top 10 %:** If you are in the top 10%, a note will be delivered to you in class on **April 15, 2019**. Beginning **May 6, 2019** you must bring \$12.00 to the Registrar's Office in the Counseling Center to purchase your cord (which is gold in color). **No checks, please.**

### IB SASHES

- IB sashes will be distributed at the IB Senior Celebration **May 20, 2019** to seniors who have completed the IB Diploma Program. There is no charge for the sashes. If you do not attend the celebration, please see Ms. Moyer to get your sash.
- Sashes should be worn at Graduation.

### AVID STOLES

- AVID Stoles will be distributed at the last AVID class to seniors who have completed the AVID Program. There is no charge for the stoles. Please see Ms. Ranson if you have any questions.
- Stoles should be worn at Graduation.

### CAPS AND GOWNS

- Caps and gowns will be available for pick-up **May 8, 2019 from 11:00 a.m. – 3:00 p.m.**
- **You will have your cap and gown two weeks prior to graduation, so please arrange for pictures to be taken BEFORE Commencement.**
- Caps and gowns are worn for rehearsal and Commencement **ONLY**.
- Wear the gown well up on the shoulders. Wear the cap level with the tassel over the right eye (switches to left after receiving your diploma). To maintain the dignity of the attire, **please** wear long pants or a dress, and **please do not** wear flowers, sunglasses, or chew gum, etc.

### COLLEGE TRANSCRIPTS

- Colleges require **final** semester grades. **It is the student's responsibility to request the final transcript from the Registrar's Office.** There is a \$4.00 charge for each transcript.

### PICTURES

- **For safety reasons, parents and guests will NOT be allowed on the arena floor prior to, during or after the ceremony. Pictures may be taken outside the arena or inside from the seating areas.**
- **Grad Images** will photograph each graduate at the Commencement ceremony at no charge or obligation to the students or school. Ordering information will be distributed at the Senior Class Meeting, or you may contact Grad Images directly: 1-800-261-2576; [www.gradimages.com](http://www.gradimages.com)
- **A graduation video or DVD may be ordered from District 11. See attached order form on the back page.**

**REMEMBER:**

This is a special time of the year for the seniors. **Think Fun — but THINK FIRST!!**  
It would be unfortunate for a senior to be denied the privilege of participating in graduation exercises. **This could occur if a student is involved in the use of alcohol or other drugs, or in behavior which disrupts the educational process, endangers the safety and health of others, and/or damages school property.**

**EXCLUSION FROM PARTICIPATION IN HIGH SCHOOL GRADUATION CEREMONIES**

(District policy)

Any senior otherwise qualified for graduation who, during the last month of the final semester of school for seniors, including that period of time between the last day of classes for seniors and the graduation ceremony for his/her school, and who damages, destroys, or vandalizes district property, injures fellow students, faculty members or administrators, or commits a Level III or IV disciplinary infraction, shall be excluded from participating in graduation ceremonies and exercises. In addition to exclusion from participation in graduation ceremonies and exercises and possible suspension or expulsion, students and their parents shall be held liable for damage, destruction or bodily injury caused by the student, as set forth in state law. Any student who is excluded from graduation ceremonies and exercises but has met all requirements for graduation shall receive his/her diploma by mail.

(Revised Sep. '98)

**Senior students engaging in disruptive activities during or after Commencement will be subject to legal proceedings.**

***CONGRATULATIONS TO EACH OF YOU UPON GRADUATION  
AND  
BEST WISHES FOR YOUR FUTURE!***

***The CSHS/Palmer Alumni Association***

Cordially Invites All Students in the Graduating Class  
of 2019 to a Complimentary Brunch  
to be held in your honor!

**May 15, 2019**

**8:45 a.m.**

To Be Held in the Eagle Wing  
This is a Dress-Up Occasion for Students!



District 11 and the World Arena expect all guests in attendance at graduation ceremonies to act appropriately and honor all graduating seniors' right to experience an uninterrupted celebration of this special time.

## District 11 Graduation Day Policies

1. No one will be allowed on the arena floor unless they are seniors who are graduating, district personnel participating in the ceremonies, or contracted photographers.
2. The only picture taking allowed on the arena floor will be performed by District 11's Media Production staff and professional photographers contracted to do so by the schools.
3. Seating in the World Arena for all of District 11's graduation ceremonies will be on a first come, first serve basis. Saving more than two seats will not be allowed by security.
4. Seniors who are not properly dressed will not be allowed to participate in the ceremonies.
5. All cell phones must be turned off on the World Arena floor during the graduation ceremonies. Members of the audience are also encouraged to turn their cell phones off or to vibrate mode to prevent distractions from occurring during the ceremonies.

## World Arena Rules / Policies

**NO:**

**Tossing of graduation hats inside**

**Helium balloons**

**Beach Balls**

**Horns, cow bells, sirens, or other loud devices**

**Silly string**

**Confetti**

**Water guns**

**Firecrackers**

**Chewing gum, food or drink on the arena floor**

**No outside food or drink will be allowed into the World Arena**

*Security has the authority to confiscate items they determine to be inappropriate.*

*Students who do bring such items to graduation place themselves in jeopardy of not being permitted to participate in the ceremony.*

## **GRADUATION VIDEOS**

Dear Parents, Students, and Staff,

Employees of District Eleven Communications Studio will videotape the Palmer Graduation ceremony this year. The cost will be \$15.00 for the DVD. Your pre-paid order must be received no later than **May 10, 2019**. Please drop off your order form and cash or Money Order (**NO CHECKS**) to the Business Office.

The finished video will be available for pick up at Main Administration Building after **June 1, 2019** If you need any further information, please call 520-2000 and ask for Media Production.

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### **ORDER FORM 2019 PALMER GRADUATION VIDEO/DVD**

STUDENT'S NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
ZIP CODE

PHONE NUMBER \_\_\_\_\_

# OF DVD COPIES \_\_\_\_\_ \$15.00 EACH \_\_\_\_\_

DVD TOTAL

PLEASE RETURN COMPLETED ORDER FORM AND PAYMENT IN  
**CASH OR MONEY ORDER** TO THE PALMER BUSINESS OFFICE  
NO LATER THAN **May 10, 2019**.