

Parents of Douglas High School Seniors,

With the approach of Graduation 2019, the Senior Events Committee is working overtime to ensure that this year's seniors receive a special and memorable farewell. We are excited about the events to come and we know that you are as well.

In anticipation of June 6<sup>th</sup>, we are sending out this letter informing families of the seating process for the Graduation ceremony. Please take a few moments to review the seating policy and make plans with your graduate as to where you would like to sit. If you have any questions or concerns, please feel free to contact Karan Seelbinder in the DHS main office at 782-5136, extension 1711.

- We will have two seating sections: A reserved section directly behind the Graduates and a general admission section behind the reserved section.
- Graduation Practice for all seniors begins at 10:00am on June 6<sup>th</sup> in the DHS main gym. Students will gather their walking cards and then proceed out to the Graduation ceremony site.
- At the end of Graduation practice, groups of 50 students will be randomly drawn to begin selecting their family's seats for the Graduation Ceremony.
- Each graduate will then be given **eight seating cards**. Students will then enter the reserved seating section and place their eight cards down on the seats they want to reserve for their family. Please discuss any specific seating arrangements with your student in advance. Once done, students will exit and return to the gym to get their caps and gowns.
- **SENIORS MUST CLEAR ALL FINES BEFORE THEY WILL BE ISSUED A CAP AND GOWN!!**
- Members of the Senior Events committee will be on hand to help supervise this process and address any questions.
- Students who remove other student's cards from reserved seats will not be allowed to walk later that day.
- The graduation gates will open at 3:00pm.
- **THE RESERVED SEATING SECTION WILL CLOSE AT 5:00PM TO ALLOW THE GRADUATES ACCESS TO THEIR SEATING AREA!** Please make plans to be in your reserved seats prior to 5:00pm.
- If you should need special seating for any of your family members, please contact Karan Seelbinder in the DHS main office at 782-5136 X1711.

I have included a Parent/Student Checklist on the back of this letter to help parents and seniors navigate the events leading up to Graduation. Please review this checklist and note the dates and deadlines of the essential paperwork seniors will need to Graduate. It has been a pleasure to have your student on campus and I am looking forward to seeing them walk across the graduation stage in June!

T. Keith Cole  
Senior Events Committee Chairman

## **APRIL DEADLINES/EVENTS:**

\_\_\_\_\_ APRIL 22<sup>ND</sup>: HONORS GRADUATION FORM HANDED OUT IN ALL A.P. CLASSES!! THIS FORM MUST BE FILLED OUT IN ORDER TO RECEIVE THE HONORS DISTINCTION AT GRADUATION!!

APRIL 27<sup>TH</sup>: PROM AT GENOA LAKES GOLF COURSE!! 8:00PM TO 12:00AM!!

\_\_\_\_\_ APRIL 29<sup>TH</sup>: WALKING CARDS FOR WHOM SENIORS WALK WITH AT GRADUATION ARE PASSED OUT IN ALL GOVERNMENT CLASSES!!

## **MAY DEADLINES/EVENTS:**

\_\_\_\_\_ MAY 3<sup>RD</sup>: HONORS GRADUATION FORM DUE TO MRS. OVARD!!

\_\_\_\_\_ MAY 6<sup>TH</sup>: FINAL TRANSCRIPT REQUESTS WITH MRS. OVARD!!  
IF SENIORS ARE PLANNING ON ATTENDING COLLEGE IN THE FALL, PLEASE SEE MRS. OVARD BEGINNING TODAY TO REQUEST A FINAL TRANSCRIPT FROM DHS!! A HOLD MAY BE PLACED ON THEIR 2<sup>ND</sup> SEMESTER COLLEGE REGISTRATION IF THEY DON'T HAVE A FINAL TRANSCRIPT SENT OUT!!

\_\_\_\_\_ MAY 10<sup>TH</sup>: WALKING CARDS ARE DUE TO MRS. SHIPLEY IN ROOM 404! NO CHANGES WILL BE MADE TO WALKING PARTNERS AFTER THIS DATE!

\_\_\_\_\_ MAY 13<sup>TH</sup>: ALL NON-JUMPSTART STUDENTS MUST SEE MRS. OVARD THIS WEEK!!  
SENIORS MUST VERIFY THAT THEIR TRANSCRIPT WILL ARRIVE AT DHS IN TIME TO BE COUNTED TOWARDS GRADUATION!!

MAY 22<sup>ND</sup>: SENIOR AWARDS NIGHT AT LIFEPOINT CHURCH AT 6:00PM!!

\_\_\_\_\_ MAY 24<sup>TH</sup>: OUTSIDE COURSEWORK (WNC/BYU) FORM DUE TO MRS. OVARD IN THE COUSELING OFFICE!!

\_\_\_\_\_ MAY 28<sup>TH</sup>: SENIOR CELEBRATION TICKETS GO ON SALE WITH MRS. SEELBINDER IN THE MAIN OFFICE! ONLY \$20.00 TO GET IN!! TWO LUCKY GRADS WILL WIN A FREE TRIP TO DISNEYLAND!!

## **JUNE DEADLINES/EVENTS:**

\_\_\_\_\_ JUNE 5<sup>TH</sup>: ALL CHROMEBOOKS MUST BE CHECKED IN BY 3:00PM!!

JUNE 5<sup>TH</sup>: SENIOR GRAD FEST AT DHS!!

JUNE 6<sup>TH</sup>: GRADUATION DAY SCHEDULE:

- 10:00AM-1:00PM: MEET IN THE BIG GYM FOR GRADUATION PRACTICE/SELECTION OF RESERVED SEATING FOR FAMILIES AND CAP AND GOWN PICK-UP!
- 4:30PM: SENIORS MEET IN THE 400 HALL AND GO TO THEIR ASSIGNED ROOM FOR THE START OF THE GRADUATION CEREMONY!
- 5:30PM: GRADUATION CEREMONY BEGINS AT DOUGLAS HIGH!! SENIORS MUST WEAR THEIR CAPS, GOWNS AND 2019 CLASS TASSELS TO PARTICIPATE IN THE GRADUATION CEREMONY!