

TO: Class of 2017 Graduating Seniors

FROM: Michael Takayoshi, CHS Assistant Principal

RE: Graduation, June 17, 2017 at 4:00 PM at the Everett Events Center (Xfinity Arena)

Please give the following information your careful attention--you are responsible for its contents.

Participation in commencement is a privilege and not a requirement. Students electing to participate are **REQUIRED** to attend both rehearsals and to be dressed appropriately for Commencement. Please remember: CHS is the School of Pride and has a tradition of excellence!

OBLIGATIONS

All financial obligations must be cleared by MAY 10, 2017, in order to purchase Senior Ball tickets, pick up your Yearbook, or participate in graduation practices and the commencement ceremony. Unpaid financial obligations can result in the inability to receive your diploma or transcript.

GRADUATION PRACTICE

There will be TWO required practices for the graduation ceremony:

- Thursday, June 15 at 9:30 AM at the CHS gym
- Friday, June 16 at 9:00 AM at the CHS gym

PRACTICE #1 - Thursday morning, June 15, at 9:30 a.m. will be in the Cascade gymnasium. When you enter, you will be assigned a seat. Lists of seating assignments will be posted on the front windows of the gymnasium foyer on Wednesday evening. **Please learn your seat and aisle number before you enter practice.** After you have found your seat, get to know the person to your right and left.

PRACTICE #2 – Friday morning, June 16, at 9:00 a.m. will again be in the Cascade gymnasium.

BEHAVIOR EXPECTATIONS

Graduation is both a ceremony and a celebration. It is important to remember that there is a proper time and place for both! The ceremony itself is to be taken seriously and with an attitude of respect for your accomplishment and of those who have helped you along your journey. The celebration takes place *after* the ceremony and is the time to have fun with family and friends.

STUDENTS: Please do not bring anything with you that would be a distraction from the ceremony. This includes – but is not limited to – beach balls or other inflatable objects, silly string, or noisemakers. The only items that are allowed to be worn over the gown are approved honor cords. Leis, cap decorations, necklaces, and other accessories may be worn at Jubilation, but are not appropriate or allowed at commencement. Thank you for not chewing gum! Also, do not bring purses or valuables that cannot be contained in a pocket under your robe as there is no secure storage area during the ceremony for such items.

AUDIENCE MEMBERS: We want this to be a very special time for *your* graduate and for *all* the graduates! Please be respectful during all phases of the ceremony – a lot of work has gone into preparing the best experience possible. Air horns and artificial noisemakers can be a distraction and are not allowed at the Comcast Arena. There are two times that we hope you will give a special cheer for the graduates: after your graduate's name is read, and at the very conclusion of the ceremony. When you cheer for your graduate, please keep it under three

seconds so that the next graduate can hear his or her own name being read. This is, of course, one of the most important parts of the experience!

DRESS

Experience has shown that robes can be quite warm, and it is recommended that you plan to wear cotton clothes underneath. Shoes and socks of a darker color are recommended. The caps should be flat on your head and the tassel on the mortarboard (cap) is worn on the RIGHT side. The only items that are allowed to be worn over the gown are approved honor cords. Leis, cap decorations, necklaces, and other accessories may be worn at Jubilation, but are not appropriate or allowed at commencement.

CAPS AND GOWNS: Caps and gowns will be worn by all participants. If you have not ordered your cap and gown, you need to contact Herff Jones at 1-800-925-1483. Those of you who have, your order will be distributed on June 15 after the Senior Assembly and Graduation Practice. See Mrs. Cooper if you have questions.

HONOR CORDS: Students graduating with a 3.2 or higher cumulative grade point average are entitled to wear an honor cord during Jubilation and Commencement ceremonies. Members of Cascade National Honor Society must maintain a cumulative GPA of 3.4 or higher and will receive a crimson and gray cord as part of their membership. These cords will be distributed during Scholarship Awards Night, May 25, and will be available from Mr. Roberts (room 604) after the 25th. Honor Roll students (seniors graduating with a 3.2+ cumulative GPA) may wear a double gray cord. These cords will be distributed in the Activities Center every day during both lunches the week of June 6.

TICKETS

Each senior participating in commencement will be given ten (10) tickets. Distribution of tickets will be at the June 16 practice. All persons admitted **MUST** have a ticket, and seating is available on a first-come, first-serve basis.

There will be no will call, as in previous years. It is the student's responsibility to distribute their tickets to family and friends.

There will be extra tickets available. If you have a definite need for extra tickets, you may request them by completing the form on the last page of this packet. If you need fewer tickets than the number allotted, inform Mrs. Heiser immediately in order that they may be given to someone who can use them. Please do not keep tickets that will not be used – thank you!

PICTURES and VIDEO

Cameras will be allowed in the stands. However, parents will not be permitted in the downstairs areas, nor will seniors be permitted to step out of line for pictures. Pictures are permitted at Jubilation and the Senior Reception. We have a contract with *Grad Images* for pictures taken at graduation as students cross the stage, and a video will be available through Mr. Shafer – order form is attached. Information on these will also be distributed at rehearsal.

CEREMONY DETAILS

REPORTING TIME: All seniors enter through the **Hewitt Avenue at the FOUNTAIN entrance** (not the main entrance on the corner of Hewitt and Wall streets) and report to the assigned dressing room no later than 3:25 PM. Allow time for traffic and parking in the area. Families and other audience members enter through the main doors on the corner of Hewitt and Oakes. The 2017 Graduation ceremony begins at 4:00 PM.

- ORDER OF EVENTS:
1. Prelude by the band starting at 3:30 PM
 2. Dignitaries enter followed by participating faculty
 3. Seniors enter following the faculty
 4. Remain standing until the anthem has been played
 5. Welcome and brief opening remarks by Ms. Woods
 6. Music
 7. Awards
 8. Class speakers
 9. Music
 10. The Cascade administration will present the class to members of the School Board for presentation of diplomas.
 11. Starting with the first row, seniors will stand one row at a time, move to the right (east side of the seating area) and move to the hallway, then to the stage.
 12. Line of progress--proceed up steps onto the stage, receive diploma with your left hand, shake hands with your right, proceed down stairs, and immediately return to your assigned seat. **Your picture will be taken while you are shaking hands.**
 13. After the last student has received her diploma, the school board representative will ask for a round of applause for the entire class. (This might come spontaneously.)
At this time, everyone will stand.
 14. Seniors sing Alma Mater
 15. The dignitaries leave the stage
 16. Seniors face the side aisle as the last person leaves the stage. Class and ASB presidents will lead the **RECESSIONAL** by moving directly to the exits near the dressing rooms; other rows will follow in order.
 17. The graduates will move directly out of the lower arena where you will drop off your robe, then proceed upstairs to the east vestibule to meet family and friends.
 18. Celebrate!

AFTER THE CEREMONY

Gowns must be turned in immediately following graduation. Your diploma and transcript will be held until the gown is returned and ALL obligations are cleared. The cap, tassel and stole are yours to keep.

Your family and other guests are not to be downstairs before or after graduation. After you drop off your gown you will be ushered upstairs to the east vestibule where you can meet family and guests. You will need to exit the Event Center in a timely manner. Those attending the Senior Celebration will meet according to instructions from the Senior Celebration Committee.

Your actual diploma, final transcript and report card, as well as your immunization records will be mailed to the address we have on file. PLEASE make sure the office has your most current address.

OTHER GRADUATION-RELATED EVENTS

ME & MOM DAY TEA: Will be held June 14 at 3:00 p.m. in the CHS Cafeteria with pictures being taken by Dorian Studios beginning at 2:00 p.m. in the CHS Library.

SENIOR ASSEMBLY: June 15 at 8:00 am in the Cafeteria – Senior Department Awards will be handed out.

JUBILATION: This event will be held at 7:00 p.m. on Friday, June 16 in the gymnasium. Students should arrive in cap and gown by 6:45 p.m. This is an open seating, no ticket event that is less formal than the commencement ceremony, and an opportunity for family photos with their graduates.

EXTRA TICKET REQUEST FORM

2017 CHS GRADUATION

Each senior participating in commencement will be given ten (10) tickets. Distribution of tickets will be at the June 16 practice. **THERE WILL BE NO WILL CALL, AS IN PREVIOUS YEARS. IT IS THE STUDENTS RESPONSIBILITY TO DISTRIBUTE THE TICKETS TO FAMILY AND FRIENDS.** All persons admitted MUST have a ticket (babies exempt).

There will be extra tickets available. If you have a definite need for extra tickets, you may request them on the form below. If you need fewer tickets than the number allotted, inform Mrs. Heiser immediately in order that they may be given to someone who can use them. Please do not keep tickets that will not be used – thank you!

If you want extra tickets, complete this form by **MAY 24, 2017**, and put it in **Mrs. Heiser's mailbox** in Building 1.

-----**CUT HERE**-----

NAME _____
 LAST FIRST Id #

Number of extra tickets requested: _____

Reason for request: _____

DEADLINE - MAY 24, 2017
PUT THIS FORM IN MRS. HEISER'S MAILBOX IN BUILDING 1