

# LAKWOOD HIGH SCHOOL

14100 FRANKLIN BOULEVARD LAKWOOD, OH 44107



Joy Morgan, Principal

February 9, 2024

Dear Parents and Students of the 2024 Lakewood High School Graduating Class:

On behalf of the Lakewood High School administration and staff, we would like to congratulate you on your upcoming graduation. Graduation marks a major milestone in the lives of both graduates and parents. It is our hope that you find this information helpful in preparing for the end of senior year.

Please note that students who participate in any inappropriate year-end activities may be subject to disciplinary action and the denial of the privileges outlined below.

If you have any questions, do not hesitate to contact the LHS Bookroom, at (216) 529-4047

## Fees:

- School Fees must be **PAID IN FULL** before your diploma will be mailed and final transcripts will be released.
- Payments can be made using <https://www.payschoolscentral.com/> or at the LHS Bookroom.
- No personal checks will be accepted after May 24th (Seniors last day of school).
- All textbooks, library books, athletic uniforms, and other school owned items must be returned by May 24th.
- Items not returned will be added to the student's fees.

## Senior Activities:

### 1. Senior Prom & After Prom

- **Prom: April 27, 2024 - 7:00pm – 11:00pm @ Windows on the River** - Price \$30 per ticket and will include dinner
  - **NO TICKETS SOLD AT THE DOOR. NO EXCEPTIONS.**
  - Paid parking is available for Prom at the Nautica Entertainment complex parking lot.
  - LHS will be providing, at no cost, buses from LHS to Windows on the River and back to LHS.
    - A signed permission slip is required to ride the bus.
    - Buses will run from LHS to Windows on the River approximately every 30 minutes beginning at 6:00pm.
    - The last bus from LHS to Windows on the River will leave LHS at approximately 7:15pm.
    - On the way back to LHS, buses will start running at 9:30 PM
    - The last bus will leave Windows on the River at 11:00 PM
  - **The last day to purchase tickets for Prom is April 2nd.**
    - **No exceptions will be made and refunds will not be issued for any reason.**
  - Ticket sales are from February 26th - April 2nd at [payschoolsevents.com](https://payschoolsevents.com).
  - LHS Administration reserves the right to revoke privileges for any reason.

- **After Prom: April 27, 2024 - 11:30pm - 2:30am @ LHS** - Price \$20 per ticket
  - **NO TICKETS SOLD AT THE DOOR. NO EXCEPTIONS.**
  - Dress for After Prom is casual.
  - **Last day to purchase tickets for After Prom is April 12th.**
    - **No exceptions will be made and refunds will not be issued for any reason.**
  - Ticket sales are from February 26 - April 12th
  - Tickets can be purchased at [payschoolsevents.com](https://payschoolsevents.com)
  - LHS Administration reserves the right to revoke privileges for any reason.
  
- **Guest Forms**
  - Must be signed by the guest, their guardian, and their Principal with the school's seal.
  - Graduates do not need a Principal signature or seal.
  - LHS students in grades 9 - 11 are considered guests and will need to fill out the Guest form, but there is no need for a Principal signature or seal.
  - **No guests over the age of 20 are permitted.**
  - Guest forms must be submitted to and approved by the LHS Book Room to receive a guest code to purchase your ticket.
  - **Guest forms are due April 2nd.**
    - **No exceptions will be made.**
  
- 2. Senior T-Shirt Day: Wednesday, May 1st**
  - Seniors are encouraged to wear their class of 2024 t-shirts this day.
  - See attached senior item order form.
  
- 4. Senior Apparel Day: Wednesday, May 8th**
  - Seniors are encouraged to wear their prospective college, armed forces, or vocational wear.
  
- 5. Seniors Last Day of School - Dress-up Day & Senior Reception: Friday, May 24th**
  - Seniors are encouraged to dress up for their last day of school!
  - At 3:00pm, refreshments will be served in the cafeteria.
  - This is a no charge event!
  - Students can pre-order leis to wear this day - see attached senior items order form

### **Commencement Information:**

#### **1. Caps and Gowns Distribution**

- Late April or early May (date TBD) - watch for emails with information
- For those who have not ordered their cap and gown, contact Jostens at [Jostens.com](https://Jostens.com) or call Rodd Torbert at 440-315-4881.
- Students must have a cap and gown in order to participate in the commencement ceremony.
- Cap and gowns borrowed from recent graduates are permitted and a 2024 tassel can be ordered from Jostens or purchased in the Book Room with cash in May.
- Gowns should be taken home immediately and checked for size and length.
  - Report any inaccuracies the next day to the Bookroom.
  - Gowns need to be pressed

- **NO decorating of caps, NO non-school issued cords, NO personal accessories or attire may be worn over the gown**

## 2. Commencement Rehearsal

- May 31, 2024 - 8:30am – 12:00pm @ LHS Cafeteria, Gym & Civic Auditorium
- Commencement Rehearsal is **MANDATORY. NO EXCEPTIONS.**
  - Students will not walk in the commencement ceremony if they do not attend rehearsal.
  - Please do not schedule college visits on this day. It is important that all graduates attend in order for the ceremony to go smoothly.
- Contact the Bookroom at 216-529-4047 by 8:00am the morning of the rehearsal if you are unable to attend because of an emergency.

## 3. Commencement Tickets

- Distributed at the conclusion of Commencement Rehearsal on May 31st.
- Each graduating student will automatically receive 4 tickets to commencement after the rehearsal.
- Requests for 2 extra commencement tickets begin on Wednesday, May 1st.
- A link will be posted on the Bookroom webpage, no phone calls please.
- The request for 2 extra tickets is determined on a first requested, first served basis.
- The 2 extra tickets will be distributed after the rehearsal.
- Please let the LHS Book Room know before May 31st if you need less than 4 tickets.
- **Everyone, including children, toddlers, and infants, must have a ticket to be admitted...no exceptions.**
- Due to the length of the program, we suggest that parents consider not bringing children under the age of 5.

## 4. Commencement Parking

- Accessibility parking is available in the front of the school in the West parking lot and in the East parking lot.
- Parking for all others is located in the North Lot, across the street from the Civic Auditorium on the northside of Franklin Blvd.
- If the North Parking Lot is full, additional parking is available on the south side of LHS, in between the building and the baseball field.

## 5. Commencement Ceremony

- **June 2nd - 2:00pm: Civic Auditorium**
  - Graduates must report to the LHS Cafeteria with their caps and gowns at 12:45pm.
  - Only students participating in the Commencement Ceremony are permitted to enter at 12:45pm.
    - No friends, parents, or relatives, etc.
  - Guests with tickets may arrive at the Civic Auditorium starting at 1:00pm. The ceremony will also be live streamed at <https://www.youtube.com/live/70XGBfv9KLY?si=7YceRYcB0Lofy1UR> and in the LHS cafeteria.
  - Please allow plenty of time to park and enter the auditorium prior to the start of the ceremony at 2pm.

- It is highly recommended that you determine a meeting spot to reconnect with your graduate and family at the end of the ceremony.
- Note - for ceremonial purposes, each graduate will be handed the diploma cover.
  - Diplomas will be mailed to your home around June 14th.
  - Requests can be made to pick them up in the Bookroom.
  - If you will be moving during this time please let us know so that we can mail the diploma to the correct address.

#### **6. Commencement Pictures**

- A professional photographer will take a picture of each senior receiving their diploma.
- Photos can be viewed approximately two weeks after graduation.
- Log onto [www.gradimages.com](http://www.gradimages.com) to view and order your photo.

If for any reason you are not planning to graduate on stage, please contact the Bookroom at 216-529-4047 or email us at [lhsbookroom@lakewoodcityschools.org](mailto:lhsbookroom@lakewoodcityschools.org) prior to May 30th.

We are extremely proud of the Class of 2024, as they have distinguished themselves in their academics, co-curricular activities, and other community services. We salute the 2024 graduates as they start a new chapter in their lives.

Thank you, parents for your continued support and your contributions in assisting Lakewood High School in its pursuit of excellence.

Joy Morgan, Principal

Abigail Drost & Lisa Gentry, Class Advisors

Pam Williams, Book Room Manager

# Second Half of Senior Year Calendar



- Feb 12 - Feb. 29** Interested seniors may sign-up outside Room C215 to audition to be a Commencement Speaker. Tryouts will be held on Monday, March 4th in room C215 at 3:15 pm. During these tryouts, you will need to deliver your 3-4 minute commencement speech in front of a faculty panel.
- Feb.12 - Mar. 18** Order senior items: Hawaiian Leis (fresh from Hawaii) & T-shirts with senior motto on the front & class roster on the back (deliver in April).
- Feb. 26 - April 2** Ticket sales for Prom at Windows on the River and After Prom at LHS. Both prom & after prom tickets are will be available online at <https://www.payschoolevents.com/> and in the Bookroom.  
After Prom tickets will be available for sale until April 12th.
- Fri. March 15** The final date for parents wishing to place tributes (family photos with well wishes for their senior) in the yearbook. {go to Jostens.com, you write the message and send the pictures to Jostens}
- Fri. March 15** Last Day to have a senior yearbook picture taken at Prestige Portraits.
- Tues. April 9 (tentative day)** Seniors will have the opportunity to listen to class speaker candidates and then vote for their favorite speeches.
- Tues. April 23 (tentative day)** Pick up Graduation Announcements and Caps & Gowns during lunch periods in the cafeteria.
- Sat. April 27** 2023 Prom @ Windows on the River from 7:00pm to 11:00pm.
- Sat. April 27** After Prom @ LHS from 11:30pm to 2:30am.
- Wed. May 1** Requests for 2 extra commencement tickets begin at 8am. We will post a link on the Bookroom webpage, no phone calls please. Each graduating student will automatically receive 4 tickets and the requests for 2 extra tickets are determined on a first requested, first served basis.

<b>Wed. May 1</b>	Senior T-shirt Day (wear the shirt that you purchased with the class roster on the back) or other favorite Lakewood t-shirt
<b>May 6 - 17</b>	AP Exams - please contact Mrs. Firstenberger if you still need to register for exams. Any exams ordered by March 15 will incur a \$40 late fee. No exams will be ordered after March 15. Room assignments will be sent closer to testing.
<b>Wed. May 8</b>	Senior Apparel Day (wear your prospective college, armed forces, or vocational wear).
<b>Thur. May 16</b>	Senior Art Show 4:00pm -7:00pm in the Art Atrium
<b>May 22, 23 &amp; 24</b>	Senior Exams
<b>Fri. May 24</b>	Seniors Last Day – Senior Dress Up Day, Reception after school @ 3:00P.M. in Upper Cafeteria
<b>Fri. May 24</b>	Final day to pay fees, turn in textbooks, uniforms, or any school items you have that you do not own. We will not be accepting any of these items at commencement rehearsal or commencement. If these items are not returned by May 24th they will be added to your fees.
<b>Fri. May 31</b>	Commencement Rehearsal - <b><u>MANDATORY</u></b> . You must attend rehearsal in order to walk at graduation and get your commencement tickets. Rehearsal begins at 8:30am in the Civic (4 commencement + 2 extra requested tickets, first requested, first served, will be distributed after rehearsal).
<b>Sun. June 2</b>	LHS Commencement Civic Auditorium at 2:00 PM The commencement ceremony will be live streamed.

**CLASS OF 2024  
SENIOR ITEMS ORDER FORM**

NAME \_\_\_\_\_

**Last Day to order and purchase these items is MARCH 18, 2024  
Bring this form with payment to the LHS Bookroom**

**T-SHIRTS:** Senior T-shirt day is May 1, 2024

Short Sleeve     Circle size: S M L XL XXL XXXL (\$20.00 EACH)     \$ \_\_\_\_\_

Long Sleeve     Circle size: S M L XL XXL XXXL (\$25.00 EACH)     \$ \_\_\_\_\_



**Soft Style Short Sleeve Heather Purple Tee Shirt  
White Print on The Front and Back**



**Soft Style Long Sleeve Purple Tee Shirt  
White Print on The Front and Back**

The names of the seniors will be listed on the back of the shirt.

**FLOWERS:** Senior Dress-up Day is May 24, 2024 - Flowers can be picked up in the Book Room

Fresh Hawaiian Lei     \$13.00 EACH     \$ \_\_\_\_\_



**TOTAL DUE FOR ALL ITEMS ORDERED**     =     \$ \_\_\_\_\_

Payments May be made in cash, check,,  
or  
Credit Card, in the Bookroom.

