

2024 SENIOR GRADUATION MEMO

Graduation Day is a very important day in your life and the lives of your parents. Graduation symbolizes the end of your youth and the beginning of your life as an adult. The ceremony is as much, or more, for your parents than for you. Please make your parents proud by making this a dignified, formal event. Every effort will be made to make this a memorable and special experience for you and your parents. Cooperation and attention to directions and details are necessary for a successful event.

> SENIOR EXAMS (April 19, 22, 23, 24)

The Senior Final Exams are as follows:

Friday, April 19, 2024 : 6th and 7th
Monday, April 22, 2024: 4th and 5th
Tuesday, April 23, 2024: 2nd and 3rd
Wednesday, April 24, 2024: 1st and **make-up exams**

Upon completion of each exam period, you are expected to leave the school grounds promptly. On Friday, April 19, 2024, you will have a full day, unless you are exempt. On Monday, April 22, 2024, you will leave after 5th period, unless you are exempt. On Tuesday, April 23, 2024, you will leave after 3rd period, unless you are exempt. On Wednesday, April 24, 2024, you will leave after 1st period unless you must make up an exam.

> SENIOR BREAKFAST

The 2nd Annual FHS Senior Breakfast to celebrate the accomplishments of the class of 2024 will be held in the Castine Center at Pelican Park on **Wednesday, May 1st at 9:00 am**. ALL SENIORS are invited to attend the breakfast at no cost, but must RSVP through the Senior Google Classroom by **Monday, April 8, 2024**. The expected attire for the breakfast is business casual. Seniors will be allowed to purchase two additional tickets for guests. The tickets will be \$15 each and available for purchase on *My Payments Plus* form **March 18 - April 12, 2024**

Seniors are asked to submit a baby picture for the slideshow to be shown during the Senior Breakfast. Please go to the FHS website and click on the counseling tab and follow the instructions on the link titled, "**SUBMIT SENIOR BABY PHOTO**". The deadline to submit pictures is **Friday, April 12, 2024**.

Castine Center at Pelican Park
63350 Pelican Drive
Mandeville, La 70448

> GRADUATION SPEAKERS

If you want to be a speaker at graduation, please pick up an application from Ms. Priebe beginning on **Monday, April 8, 2024**. The deadline to return the application is **Friday, April 12, 2024**. Tryouts will be in the cafeteria on **Tuesday, April 16, 2024 at 3 pm**.

> GRADUATION PRACTICE (MANDATORY)

Tuesday, April 30, 2024 at 8:30 am - FHS GYM
Thursday, May 2, 2024 at 8:30 am - SLU University Center
ONLY Graduates are allowed to attend these practices

> MAKE-UP WORK

All make-up work before exams must be completed for each period no later than **Thursday, April 11, 2024**.

A final list of graduates will be compiled on **Friday, April 26, 2024**.

Any incomplete work will be turned into a grade of "F".

> GRADUATION REQUIREMENTS

A student must meet all graduation requirements in order to participate in the Graduation Ceremony on **Friday, May 3, 2024 at 7:00 pm at Southeastern Louisiana University, University Center**.

> SENIOR DEBTS

All debts are to be cleared by 2:30 pm on **Thursday, April 11, 2024**. After the deadline, all debts must be paid in CASH ONLY.

You must be cleared from all owe lists:

- cafeteria
- library
- front office
- 402

> CHROMEBOOKS AND TEXTBOOKS

You should turn in your Chromebook and textbooks into Ms. Mayfield in the library as soon as they are no longer needed for exams, but no later than **Wednesday, April 24, 2024**. You must also return the case and charger. Please remove all stickers and papers from the Chromebook and case before returning the equipment.

> NAME ON DIPLOMA

Make sure you have verified the spelling of your name using the gold sign-in page at the Tuesday, March 12, 2024 Senior Meeting. This is how your name will appear on your diploma. If it is incorrect or you have questions, see Ms. Waller in the front office no later than **Friday, March 15, 2024**.

> FUTURE PLANS

FINAL TRANSCRIPT REQUESTS: You will complete the information on the Future Plans Form during Graduation Practice on **Tuesday, April 30, 2024**. This information will be used to forward your transcripts to the university/college you have specified. Your final transcript will be mailed if you go to a school out of state or a private institution in state. All in-state public institutions get the transcript electronically. **The consent form must have been completed and turned into guidance).**

SCHOLARSHIPS: The deadline to turn in scholarship award letters to Ms. Francis is **Thursday, April 11, 2024**. To meet the Louisiana FAFSA graduation requirement, Ms. Francis must have a copy of your FAFSA confirmation email on file. The FAFSA also serves as the TOPS application. LOSFA will notify students of their TOPS Award status via e-mail. The deadline to return the FAFSA information to Ms. Francis is **Monday, March 18, 2024**.

MILITARY ENLISTMENT: Any student who has enlisted into a branch of the military needs to notify Ms. Francis by **Thursday, April 11, 2024**, in order to be recognized at Senior Breakfast and Graduation.

COLLEGIATE ATHLETIC COMMITMENT: Any student who has committed to a college or university to compete in a collegiate sport needs to notify Ms. Francis by **Thursday, April 11, 2024**, in order to be recognized at Senior Breakfast and Graduation.

> PARTICIPATION IN COMMENCEMENT

EVERY GRADUATING SENIOR IS EXPECTED TO PARTICIPATE IN GRADUATION, UNLESS YOU HAVE BEEN EXCUSED BY MR. CORLEY.

Any student not participating in graduation must make an appointment with Mr. Corley before **Thursday, April 11, 2024**.

> HONOR GRADUATES

Honor Graduates are students with a 3.5 GPA or higher. Students with a 3.5 – 3.9999 will receive a white cord. Students with a 4.0 and above will receive a gold cord.

If you have questions about Honor Graduate status, see Ms. Waller in the front office as soon as possible.

> SENIOR CLASS ACTIVITY

All seniors are invited to attend a Senior Class Activity on April 30th. Tickets will be on sale **April 8th - April 11th, 2024**.

Look for ticket prices and additional information about this event in the Senior Google Classroom or reach out to one of your senior Sponsor.

> GRADUATION WALK

Following the Tuesday, April 30, 2024, graduation practice in the FHS gym, you will be given your cap and gown, provided you are off all owe lists. Seniors will then participate in a GRAD-WALK through the Fontainebleau Junior High halls beginning at approximately 11:30 am.

Additional GRAD-WALKS on MAY 6th:

Mandeville Elementary - 8:45 am
Abita Middle - 9:30 am
Abita Elementary - 10:30 am
Magnolia Trace - 12:00 pm
Marigney - 1:30 pm
Lake Harbor Middle - 2:30 pm

> CAPS AND GOWNS

DISTRIBUTION: Caps and gowns will be distributed in the FHS Gym Lobby on **Tuesday, April 30, 2024** after graduation practice. If you do not receive your cap and gown on Tuesday, April 30, 2024, you must pick it up by **Thursday, May 2, 2024 before 2:30 pm** in the front office.

NO CAPS AND GOWNS will be issued at SLU during practice on Thursday, May 2, 2023 or at the ceremony on Friday, May 3, 2023.

ADDITIONAL ITEMS: These are the **ONLY** additional items allowed on your cap and gown. Caps are **NOT** to be decorated in any way.

Honor graduates will be given gold or white honor cords.

EMT, National Hispanic Honor Society members, French National Honor Society members, FFA, Digital Media, and JAG students can wear a pin. Students who earned the community service endorsement will also wear a pin.

National Honor Society members will wear an additional stole.

If you have questions pertaining to your cap and gown or honor cord, please see Ms. Waller in the front office.

> DRESS FOR GRADUATION

GIRLS:

Attire under the gown should not show above the collar or below the hem of the gown. If you choose to wear pants, they must be dark dress pants (black or navy). Girls must wear black shoes that have a strap or back on the heel. Shoes must be solid black or have solid black straps on the top of the shoes. No dark tights. Any hosiery worn should match your skin tone.

NO SILVER, NO RHINESTONES, NO CLEAR SHOES WILL BE ALLOWED.

BOYS:

White collared dress shirt, dark dress pants (black or navy), dark socks (a must), dark dress shoes, tie is optional.

NO JEANS, NO KHAKI PANTS, NO SANDALS, NO TENNIS SHOES, NO CROCS, OR OTHER SPORT SHOES WILL BE ALLOWED.

CAPS AND GOWNS:

All caps must be placed flat on the graduate's head and remain as such throughout the ceremony. Everyone should have a supply of bobby pins. Tassels are worn on the right side until you have graduated.

Graduation gowns must be zipped. All graduates should have a stole. Please take a few moments to iron your stole and gown before arriving for the ceremony. We all want to look our very best.

If you are not dressed appropriately, you will be pulled from the graduation line and will not be allowed to walk.

> RECEIVING YOUR DIPLOMA AT GRADUATION

After graduation, graduates must immediately return to the corridor to receive your diploma. **You must sign before receiving your diploma.**

Please verify that you received YOUR diploma.

> PICTURES AND VIDEOS

PICTURES: A professional photographer will be on hand to take pictures of graduates receiving their diploma. If you are interested in purchasing pictures, packets will be distributed on the first day at graduation practice Tuesday, April 30, 2024, and must be returned no later than **Friday, May 3, 2024** to the main office.

VIDEO: The Graduation Ceremony will be videoed by: Channel 13, the St. Tammany Parish Public School System public television. The video will be live-streamed on YouTube.

*NO ONE will be allowed in the corridor or on the floor of the SLU University Center before, during, or after the graduation ceremony for any reason. This includes taking pictures or videos.

> COMMENCEMENT CEREMONY

Friday, May 3, 2024 - 7:00 pm - SLU University Center

All graduating seniors should arrive at the SLU University Center by **5:30 pm**. Your homerooms will be arranged alphabetically at tables in the corridor of the University Center. Locations will be provided at graduation practice on Thursday, May 2, 2024. Teachers will take roll at 5:45 pm. Do not bring any valuables with you when you check in. This includes cell phones, purses, etc. Do not leave once you have checked in. **This area is off limits to anyone other than graduates.**

PROCESSION:

We will begin promptly at 7:00 p.m. Once the procession begins, no one will be admitted to the floor of the University Center.

The faculty will lead and form an honor corridor.

You will walk in alphabetically, as practiced, onto the floor of the University Center. You will file into rows and remain standing until all graduates have arrived at their chairs. You will remain standing at your chair until instructed to sit.

It is imperative that you sit quietly and listen respectfully during the ceremony.

RECEIVING YOUR DIPLOMA COVER:

When you proceed to the stage to receive your diploma cover, you will wait at the top of the stairs until Ms. Priebe calls your name.

Before the ceremony please ask your family to refrain from being excessively loud when your name is called. The excessive noise may prevent another family from hearing their student's name. Air horns and other noise makers are not permitted.

You will walk across the stage, receive your diploma cover from Mr. Corley, and then return to your seat on the floor of the University Center.

RECESSIONAL:

You leave in pairs starting with the back row and proceed to your homeroom area in the corridor to sign for and receive YOUR diploma.

CONDUCT:

As our future leaders and role models, you are expected to conduct yourselves in an exemplary manner. Please remember that all eyes will be on you.

The FHS Graduation Ceremony is the largest attended function of the entire school year. Your behavior will reflect on the senior class as well as the entire school. Please refrain from laughing, talking, chewing gum, or any other disruptive behavior during the ceremony.

> FINAL NOTES:

Please inform your guests that the hanging of banners and the use of air horns as well as other noise makers is not allowed by Southeastern Louisiana University.

Anyone that appears to be under the influence of alcoholic beverages or drugs will not be allowed to participate.

Homeroom teachers will have folders to place your cell phones into if you forget and bring it to check-in.



IMPORTANT GRADUATION DEADLINES

Date	Activity	Time
Tuesday, March 12, 2024	Senior Class Meeting in FHS Auditorium; name verification for diploma	11:30 am
Friday, March 15, 2024	Deadline to see Mrs. Waller about name verification	
Monday, March 18, 2024	FAFSA Information due to Ms. Francis; Deadline to notify Ms. Waller of Name Errors	
Monday, March 18 - Friday, April 12, 2024	Senior Breakfast Tickets on sale through My Payments Plus	
Monday, April 8, 2024	Deadline to RSVP for Senior Breakfast in Senior Google Classroom	
Wednesday, April 8 - April 11, 2024	Senior Activity Tickets on Sale	Lunch Waves
Thursday, April 11, 2024	Deadline for All Make-Up Work	
Thursday, April 11, 2024	Deadline to clear debts from the Owe List	2:30 pm
Thursday, April 11, 2024	Last day to see Mr. Corley if you are not participating in graduation	
Thursday, April 11, 2024	Scholarship Award letters due to Ms. Francis	
Thursday, April 11, 2024	Deadline to notify Ms. Francis of military enlistment	
Thursday, April 11, 2024	Deadline to notify Ms. Francis of collegiate athletic commitment	
Friday, April 12, 2024	Deadline to submit pictures for Senior Breakfast Slideshow to Mr. Baggs (btvfhs@gmail.com)	
Friday, April 12, 2024	Application Deadline for Graduation Speaker Tryouts to Ms. Priebe	
Tuesday, April 16, 2024	Graduation Speaker Tryouts in Cafeteria	3:00 pm
Friday, April 19, 2024	6th and 7th Period Exams	
Monday, April 22, 2024	4th and 5th Period Exams	
Tuesday, April 23, 2024	2nd and 3rd Period Exams	
Wednesday, April 24, 2024	1st Period Exams and Make Up Exams	
Tuesday, April 23 - Wednesday, April 24, 2024	Return Chromebooks, Chargers, and Textbooks	
Friday, April 26, 2024	Final List of Graduates Compiled	
Tuesday, April 30, 2024	Graduation Practice in FHS Gym; Cap and Gown Distribution; Future Plans Form Completed	8:30 am
Tuesday, April 30, 2024	FJH GRAD-WALK, Senior Class Activity	
Wednesday, May 1, 2024	Senior Breakfast at the Castine Center	9:00 am
Thursday, May 2, 2024	Graduation Practice at SLU University Center	8:30 am
Thursday, May 2, 2024	Deadline to pick up Cap and Gown in main office; Deadline to return picture orders to the office	2:30 pm
Friday, May 3, 2024	Deadline to return picture order forms	
Friday, May 3, 2024	Graduation (Ceremony at 7)	Grads arrive by 5:30 pm

