



Ottawa Hills Jr./Sr. High School

May 30, 2024

Dear Class of 2024 Students and Parents:

We are excited to celebrate the final chapter of the Ottawa Hills High School experience with all of you. Certainly, the Class of 2024 has been an exceptional class in so many profound ways. We are looking forward to acknowledging years of hard work, focus, perseverance, and dedication. We are committed to giving the seniors the recognition they deserve for their successes in and out of the classroom. The following information will guide you through the final month of school.

College and Scholarship Information Forms

Ms. Nagy sent out a Google form to all seniors asking them to update their final college admission decisions and provide information about all scholarship and financial aid offers. This information will be used to honor students' accomplishments in the graduation program and by the counseling department to send final high school transcripts. Note that specific monetary amounts will be kept confidential. This information is due at the end of the day on Friday, May 3.

Senior Week Activities May 27-30

We are extremely appreciative of the work done by the senior week committee to create meaningful and safe experiences for seniors. There are several fun surprises awaiting the Class of 2024. Senior week has been a long-standing parent organized tradition that helps foster comradery among the senior class by giving them an opportunity to spend quality time with each other before they part ways. An email was sent out to all seniors and parents in early April. Questions about activities can be directed to Maara Fink via email at maara.fink@utoledo.edu.

Graduation Rehearsal May 30 9:15 AM (Begins at OHES)

Seniors will assemble in front of the elementary school for a group photo in their caps and gowns and parade through the elementary school. Please ensure students are on time. They should park at the high school and walk to the front of the elementary school near Indian. Seniors typically wear a shirt from their future college or university under their gown. Immediately following the group photograph, the students will enter the elementary school through the Indian Road door near the old gym. They will proceed down the main hallway past the office and exit out of the door near the community room. Parents, family, and friends are welcome to join us. Immediately following this event, seniors should report to the stadium for a mandatory graduation rehearsal that will last until noon. Seniors must attend this rehearsal in order to participate in that evening's ceremony.



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Plans for Commencement for the Class of 2024

We will begin the ceremony at 6:00 p.m. on Thursday, May 30. Door to the stadium will open at 5:00pm. The program will include addresses by students, Principal Ben McMurray, Superintendent Adam Fineske, and a presentation of the class gift. There is no limit to the number of people allowed to attend graduation. Seniors and family members are asked to park one car per graduate at the elementary school beginning in the circle in preparation for the parade. Seating at both the field and the bleachers are handicap accessible and wheelchair friendly.

Parade

Following commencement, a police escorted parade of cars will travel throughout the Village where spectators can congratulate the Class of 2024. A map of the parade route will be distributed by the senior week committee.

Photography

Impulse Studios will be taking official photographs of the graduates. Copies can be purchased. Details will be provided at a later date.

Graduation Robes

Seniors are required to wear graduation caps and gowns to the commencement ceremony at Niedermeier Stadium. The only adornment permitted is an honor cord. We ask that students not decorate their caps. As mentioned earlier, we will be taking an official school photo at that time.

Expectations and Behavior in These Final Weeks

Thank you in advance for refraining from any behavior that would be damaging to the school or hurtful to others. Pranks are not encouraged or condoned by the school. I am aware that sometimes senior pranks at OHHS are considered a tradition; however, I have witnessed senior pranks that resulted in considerable damage to the school and grounds and injury to staff members. Many of the recent graduation classes have not organized any pranks. I would like every senior to enjoy the final days of school and to take advantage of the many special senior activities that have been planned. I do not want any student's year ruined by errors of judgment or misguided intentions. Please do not encourage students to partake in pranks.

Final Exams and Grades

Students should submit all outstanding assignments by Thursday, May 23 at 4 p.m. or they will not be able to participate in Senior Week activities or graduation. We ask that parents review grades in PowerSchool and reach out to teachers of students who are in danger of



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failing. By OHLS Board of Education policy, students may not participate in commencement unless all graduation requirements are met.

Diplomas and Transcripts

As students are recognized individually during the graduation ceremony, they will be handed a personalized diploma folder, diploma, medals, and awards. Official transcripts will be forwarded to students' designated colleges in late June. Additional official transcripts can be forwarded to other institutions in the future by contacting the main office at the high school. Additional resources are available on the school website.

Yearbooks and Supplements

Yearbooks will be distributed to students by a small group from the Mesasa staff on Thursday, May 23. There are a limited number of additional yearbooks available for purchase. Please contact yearbook advisor Lauren Hurst at LHurst@OHSchools.org with any questions.

Fees/Fines

Seniors must clear up all financial obligations no later than noon on Thursday, May 23. Students will need to verify with office assistants that they have no outstanding fees, fines, library books, etc. The diploma and final transcript will be held until requirements are met.

Lifetrack Exit Survey

All students must complete this survey by Friday, May 3. Students can access the link via their email or by [clicking here](#). The school has contracted with Lifetrack services to survey graduates eighteen months after graduation and five years after graduation. The data are used to help guide important decisions regarding career/college readiness. Please note that Mrs. Silk will reach out to alumni to inform them of events, reunions, distinguished alumni celebrations, and campaigns.

OH Connections

Graduates and parents are encouraged to stay connected with the school via OH Connections. Please make sure your son or daughter registers for OH Connections with a non-school issued email address. We hope to expand our alumni outreach and profile former students on our website and the *Around the Hills*.

School-Issued Laptops and Email Addresses

Students will be sent instructions via email for the return of the school-issued laptop from Director of Technology, Trevor Hug. The laptop must be turned in by Thursday, May 23. See note from Mr. Hug below. Your Ottawa Hills online accounts will remain active until



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September 1, to aid in transition to your post high school education or career. When turning in your laptop for the last time, please complete the following tasks:

1. Backup your documents, movies, music and photos to an external drive, thumb drive or external hard drive.
2. Google Drive documents must either be downloaded to an external drive or you must transfer ownership of the documents to your personal Google account.
3. Neatly wrap the power cord and charger and place them in the front pocket.
4. Remove all stickers, sticky notes or other adhesives attached to the laptop and any paper, pencils/pens, headphones from the laptop case.
5. Leave laptop at login screen for screen check before turning in the laptop.
6. Please inform us of any cosmetic damage and any non-warranty repairs. Any cost associated with the repair of your laptop must be PAID IN FULL before graduation.

If you have any questions or concerns, please contact me at 419.534.5376 or via email at BMcMurray@OHSchools.org or senior class advisor Jasa George at 419.536.5376 or email her at JGeorge@OHSchools.org. I look forward to marking this special occasion with you. Thank you for your continued support. Congratulations!

Sincerely,

A handwritten signature in black ink that reads "Benjamin A. McMurray".

Benjamin McMurray, Principal

To Do List:

- Pick up cap and gown
- Submit final college decision and financial info to Mrs. Nagy by May 3
- Return laptop by May 23
- Complete final projects and assignments
- Submit forwarding email address
- Complete Lifetrack exit survey