

Dear Parents/ Guardians of Team 2024 Graduates

It is hard to believe the year is almost over, but so much is yet to happen. The following is information that you and your student will need to know to complete this school year.

Cap and Gown Pick Up: Cap and Gowns were picked up on Monday, May 6th. Students must have a cap and gown to walk in the Graduation Ceremony. Contact Herff Jones at 317-839-1600 if you still need to order something. This year's gowns are rentals and must be returned after the Ceremony for students to receive their diploma. Caps and tassels are yours to keep.

Final Exams: Exams begin on May 28th through May 31st. On both May 30th and 31st, students will be released at 11 am.

Class of 2024 Graduation Walk: Seniors wear their caps and gowns to walk through the halls of a Brownsburg elementary school to celebrate the end of their Brownsburg education.

When: Thursday, May 30th – Students must arrive at the school at 1:05. The walk will start at 1:15 and will be finished by 1:45.

Where: Any of the Brownsburg elementary schools, please enter through Door 1 or Door A. Park in lots nearest the front door.

Why: It's going to be fun! Elementary students, teachers, and staff want to cheer for you as you finish your Brownsburg education.

Payment of Fees and Fines: Seniors must have all fees and fines paid in full by Thursday, May 30th. Students are encouraged to pay outstanding fees in advance. Fines include outstanding book rental fees, media center fines, lunch accounts, and parking tickets. Please contact Cindy Dowell at cdowell@brownsburg.k12.in.us or (317) 852-2258 ext. 1515 with any questions. Students will also be required to submit a Senior Release Form. Details will be given to students the week of May 27th.

Commencement Practice: Friday, June 7th at 10:00 a.m. in the Varsity Fieldhouse. Check-in begins at 9:30 a.m. and attendance will be taken. This is a MANDATORY practice and is REQUIRED for students wanting to participate in the Commencement Ceremony. If students do not attend practice, they will not be able to walk across the stage. **STUDENTS SHOULD NOT WEAR CAP AND GOWN TO GRADUATION PRACTICE.** Students should dress in shorts and t-shirts. This is a practice, **not a dress rehearsal**, but students might want to wear the shoes they intend to walk in at commencement to practice walking in them on the turf.

Commencement!!!: There is no “inside” option this year, so there are no tickets. It also means that we have different options due to weather. It’s important to note that whatever option we use, spectators should be in their seats no later than 30 minutes before the start of the ceremony as gates will close the processional will begin.

Option A – 10:00 a.m.

- 8:30 – Gates 1, 2, & 4 open for audience entry
- 9:00 – Students arrive for staging and enter Door 6. Only graduates are allowed in the building today.
- 9:35 – Processional onto the football field – O’Dell St. and Tilden Rd. will be closed at this time until 11:30 am. **GATE 1 WILL CLOSE**
- 10:00 – Start of Ceremony

The decision to postpone the ceremony due to inclement weather will be made by 6:30 am. Students/parents will only be notified IF the change is necessary.

Option B – 2:00 p.m.

- 12:30 – Gates 1, 2, & 4 open for audience entry
- 1:00 – Students arrive for staging and enter Door 6. Only graduates are allowed in the building today.
- 1:35 – Processional onto the football field – Odell St. and Tilden Rd. will be closed at this time until 3:30 p.m. **GATE 1 WILL CLOSE**
- 2:00 – Start of Ceremony

The decision to postpone the ceremony (again) due to inclement weather will be made by 10:30 am. Students/parents will only be notified IF the change is necessary.

Option C – 6:00 p.m.

- 4:30 – Gates 1, 2, & 4 open for audience entry
- 5:00 – Students arrive for staging and enter Door 6. Only graduates are allowed in the building today.
- 5:35 – Processional onto the football field – Odell St. and Tilden Rd. will be closed at this time until 7:30 pm. GATE 1 WILL CLOSE
- 6:00 – Start of Ceremony

The decision to postpone the ceremony until Sunday due to inclement weather will be made by 2:30pm. Students/parents will only be notified IF the change is necessary.

Option D – 2:00 p.m. ON SUNDAY

- 12:30 – Gates 1, 2, & 4 open for audience entry
- 1:00 – Students arrive for staging and enter Door 6. Only graduates are allowed in the building today.
- 1:35 – Processional onto the football field – Odell St. and Tilden Rd. will be closed at this time until 3:30 pm. GATE 1 WILL CLOSE
- 2:00 – Start of Ceremony

For those who cannot attend, the ceremony will be televised live in HD on www.bcsc.tv.

*The Stream will be live no matter which option for time and location is chosen. The video will also be available to watch on-demand at the same website a few hours after the event concludes.

Handicapped Seating: If you or a guest needs handicapped seating, please reach out to Mrs. Branch at jbranch@brownsburg.k12.in.us.

Spectator Conduct at Commencement: Out of respect for our graduates and to preserve the dignity of this ceremony, please set cell phones to silent/vibrate mode and refrain from the use of loud noise makers and loud noises during student recognition. We would like to remind everyone that air horns or other noise-making devices are not permitted and will be confiscated by the BCSC police. Every graduate deserves the right to be recognized without interruption. Your cooperation in advance is appreciated.

Photography at Commencement: Please arrange to take pictures **before** Commencement. Team 2024 will be renting the Graduation Gowns and collecting the Gowns immediately after the ceremony. Please plan to meet up with friends and classmates **before** the commencement exercise to take personal photos to commemorate this special day. A professional photographer will be present at commencement to capture the awarding of the diploma and graduates exiting the stage. Parents may take photographs during Commencement from their seats. We will have a professional photographer taking pictures of each graduating senior as they receive their diploma. Information is available through Lifetouch at: <https://my.photoday.com/>. Parents and/or spectators will not be permitted down in front where diplomas are being presented.

Proper dress for the Graduation Ceremony: Students should wear a shirt and tie along with dress pants and dress shoes or a dress or a blouse and skirt/slacks. To minimize the possibility of falling when going up and down stairs, and to protect the stadium turf, students will only be permitted to wear shoes that have a flat sole or wedges. Also, to maintain the dignity of the ceremony, **no messages or decorations are permitted to be worn on the top of the caps.** Any student improperly dressed will not be permitted to go through Commencement.

Regalia: Only school-issued regalia is permitted to be worn for Commencement. Cords, stoles, medals, and other ornamentation can only be worn if given by BHS. Self-purchased items or items given by a different organization are not permitted for the ceremony.

“Senior Moment”: (momentary lapse of good judgment) - BHS will not tolerate any type of senior prank. We are very optimistic that we will not have any issues with this group of seniors. Their character and a high degree of respect for BHS are quite impressive. Students must understand that if they come onto school property during times in which they are not scheduled to be here, they will be held accountable for their actions. If necessary, this may include the involvement of the police. Students will be held accountable for any type of disruption up to and **including Commencement.** Please discuss this with your son/daughter so we are not placed in a position of denying the privilege of participating in Commencement activities.