

Chalmette High School Graduation Guide January 2024

Revised: November 30, 2023, for January graduates

Please read this information carefully. It will provide you with answers to many of your questions concerning graduation.

ELIGIBILITY TO GRADUATE IN JANUARY

There are many requirements that must be met in order to receive a diploma. Make sure that by **Friday, December 15**, you have **passed all needed course work**. This includes turning in projects, passing exams, etc. Return all Chromebooks, textbooks, calculators, library books and extracurricular uniforms. Pay all debts for library fines, lost books, athletic or band equipment, cafeteria (breakfast or lunch), etc. Serve any detentions owed and make-up time owed for credits. **Please understand that everything owed must be cleared, and all course work must be completed by Friday, December 15.** You will not receive grades unless you are cleared of debts by all of your teachers.

The senior exam days are **Thursday, December 14** and **Friday, December 15**. On **January 3**, seniors must have their teachers complete a form indicating if the student has passed or failed. **This form must be returned to a counselor in the cafeteria at 1:00pm on Wednesday, January 3. Students will also return chromebooks and chargers at this time and take a senior class group picture.**

VIRTUAL STUDENTS

All virtual coursework must be completed by MONDAY, December 11. Exams are embedded in the virtual course. If a LEAP exam is needed to graduate, students must come to the campus to take those exams.

Virtual January graduates will check out in the cafeteria at 1:00pm on **January 3**. If you borrowed a chromebook (with charger), please return them at this time. If you owe a debt from a previous year, you may clear these debts at this time.

ADDITIONAL INFORMATION

FAFSA – In order to graduate, you MUST complete the FAFSA form by Friday, December 15. (The form should be available on December 1 or shortly after.)

Make up Hours – If you owe hours to receive your credit, you must continue to attend school every day after January 3 until all owed time is completed.

Nunez credit – All Nunez Community College classes must be completed by Monday, December 11, 2023.

STATE TESTS (LEAP 2025) AND STATE REQUIRED COURSES

A student cannot graduate or walk across the stage unless he/she has passed all needed LEAP 2025 tests and state required courses. If you have questions about this, see Mrs. Landry.

STATE ATTENDANCE REQUIREMENTS

THE LOUISIANA STATE DEPARTMENT OF EDUCATION REQUIRES STUDENTS TO BE IN ATTENDANCE AT SCHOOL FOR A SPECIFIC NUMBER OF DAYS IN ORDER TO RECEIVE CREDIT. IF A STUDENT IS TOLD THAT HE/SHE MUST RETURN TO SCHOOL TO SATISFY THIS REQUIREMENT, THE STUDENT MUST RETURN EVERY SCHOOL DAY UNTIL THE SPECIFIC AMOUNT OF TIME IS MADE UP. FAILURE TO DO SO WILL RESULT IN THE STUDENT NOT GRADUATING.

GRADUATION SPECIFICS

In April, you will receive specific INFORMATION ON GRADUATION DATES AND TIMES concerning the following:

- **Graduation** (Thursday, May 9 at 6:00pm)
- **Graduation rehearsals** (Tuesday, April 30)
- **Senior checkout day** (Wednesday, May 1)
- **Graduation cap and gown distribution** (Wednesday, May 1)
- **Honor graduate recognition** (Friday, May 3 at 6:00pm)

Students must be available to participate in graduation preparations from April 30 through May 19. Do not plan on taking trips during these three weeks. Keep your school uniform until graduation takes place. You will be required to wear your uniform to rehearsal.

GRADUATION REHEARSAL

All prospective graduates who plan to participate in the graduation ceremony must report to the CHS main gym at 7:45 A.M. on Tuesday, April 30, for rehearsal.

You must be present at this rehearsal to participate in graduation.

All graduates must be in full uniform for rehearsals. Plan to stay until 12:30 P.M. Even if you had early release, you must stay.

If you have a job and need a letter to your employer to have you excused during graduation rehearsal, senior checkout, and/or graduation day, tell Mrs. McCormick in the school office by Friday, April 12.

SENIOR CHECKOUT DAY

All seniors, including January graduates, must check out on Wednesday, May 1. Students who are cleared for graduation will receive their caps, gowns, and their graduation ceremony admission tickets. Your presence is required at the assigned time slot below. Students must wear their school uniform.

Students should meet in the main gym at the following times in uniform:

Last name A - B	8:30 A.M.	Last name N - R	11:00 A.M.
Last name C - D	9:00 A.M.	Last name S - T	11:30 A.M.
Last name E - G	9:30 A.M.	Last name U - Z	12:00 P.M.
Last name H - K	10:00 A.M.	All Rowley students	12:00 P.M.
Last name L - M	10:30 A.M.		

GRADUATION ADMISSION TICKETS

Each graduate will receive **8 tickets** to the graduation ceremony. You may purchase as many *graduation announcements* as you wish, but you will only receive a total of 8 tickets for admittance to the ceremony. Tickets will be given out at Senior Checkout on May 1 to those students cleared to participate.

GRADUATING WITH HONORS

All January and May graduates' grade point averages and class rank are determined as of **Friday, April 26.**

If you **do** have a grade point average of 3.3 or higher **and** achieve a composite score of 20 or higher on the ACT, you will be notified on Wednesday, May 1, at senior checkout that you are graduating with honors and will receive an invitation to the Honors Ceremony to be held on Friday, May 3 at 6:00 P.M.

DRESS FOR GRADUATION DAY AND HONORS BANQUET

Young men must wear a collared dress shirt (white or light pastel colored), dress slacks, dress shoes, dress socks, and a tie.

Young ladies must dress in modest dress clothes and dress shoes.

The school officials reserve the right to deny your participation in the ceremony if you are not dressed appropriately. Under no circumstances will shorts, flip-flops, slippers or tennis shoes be allowed. We also reserve the right to withhold the diploma of any individual who behaves inappropriately during any portion of the ceremony and to have him/her removed.

CAP AND GOWN REQUIRED

Graduates must wear the cap and gown selected by the school and purchased through Balfour Co. (504 833-7330). Caps and gowns from previous years are not permitted because color dyes for the cloth change each year. If you have questions about the cap, gown, and diploma cover, ask Mrs. Mae Gregoire (504 301-2600).

GRADUATE CONDUCT

IN ORDER TO GRADUATE ON STAGE, SENIORS MUST ABIDE BY THE ST. BERNARD PARISH SCHOOL BOARD DRESS CODE AND BEHAVIOR REGULATIONS THROUGH GRADUATION NIGHT. IF A SENIOR HAS A MAJOR DISCIPLINARY PROBLEM OR DOES NOT ABIDE BY THE DRESS CODE, HE/SHE WILL BE DENIED PARTICIPATION IN THE GRADUATION CEREMONY.

INTERNET AND TV VIEWING OF CEREMONY

THE GRADUATION CEREMONY WILL BE SHOWN LIVE VIA INTERNET STREAMING. THE INTERNET STREAM OF THE GRADUATION CEREMONY WILL BE SENT THROUGHOUT THE UNITED STATES AND INTERNATIONALLY. MORE DETAILED INFORMATION ABOUT THIS WILL BE GIVEN TO THE GRADUATES AT REHEARSAL.

TRANSCRIPTS

OFFICIAL TRANSCRIPTS ARE NOT AVAILABLE FOR MAY GRADUATES UNTIL AFTER JUNE 3. STATE COLLEGES HAVE ACCESS TO A COMPUTER RECORD OF GRADUATES' TRANSCRIPTS, SO EVERY GRADUATE DOES NOT HAVE TO GET A TRANSCRIPT. IF A COLLEGE TELLS YOU THAT YOU NEED A TRANSCRIPT FOR SOME SPECIAL REASON, YOU MUST FILL OUT A TRANSCRIPT REQUEST FORM IN THE HIGH SCHOOL OFFICE.

SCHOLARSHIP NOTIFICATION

If you have been awarded a scholarship, we would like to recognize you as a scholarship recipient during the ceremony and in the program. Please send a copy of the award letter you receive to Mrs. Landry or forward an e-mail notification to hlandry@sbpsb.org . Information must be received **no later than Friday, April 26**, in order to print your scholarship information in the graduation program.

If you have any questions about graduation, call (504) 301-2600. Ask to speak to Mrs. Watson, Mr. Schneider, Mrs. Boackle or Ms. Mundt.

We're glad you came our way! Go Owls!!

Chalmette High School Senior PROM INFORMATION - 2024

Date: Saturday, March 16, 2024

Place: La Bella Vita Reception Hall

3850 East Judge Perez Drive, Meraux, LA

(Across East Judge Perez Drive from the Jumonville North subdivision entrance)

Who can attend: CHS seniors, alone or with a date. Non-CHS dates must get an official approval form from the school he/she attends. Approval forms will be available when tickets are sold.

Cost: \$60 per person to attend, cost includes reception type food. Tickets will be sold February 5 through February 16, only at lunch in the main cafeteria lobby. Payment must be made in advance, by Friday, February 16. **Space is limited** so tickets will be sold on a first come basis.

Pictures: Raymar Photography will make picture packages at various prices.

Dress: Formal - **Floor length formal dresses and tuxedos.**

If you have questions about appropriate prom clothing speak to Mrs. Diecidue or Mrs. Watson. **(Clothing must be modest).**

Times:

8:00 - 9:00 P.M.	Social, Food, and Pictures
9:00 - 11:15 P.M.	Food, Music, Dancing, Pictures
11:15 P.M.	Introduction of Prom Court
11:30 - Midnight	Music, Dancing

Prom invitations will be given out to seniors on Wednesday, March 13. All **school debts must be paid by the student before the invitation is issued.**

Chalmette High students are responsible for their behavior and also the actions of their dates. Bring cameras and other belongings inside when you enter. Students are not allowed to return to the prom if they leave the hall.

St. Bernard School Board policy states, "On the third suspension, a student will be denied participating or attending any extra curricular...events for the remainder of the school year." Therefore, no student who has been suspended three times this year, placed at Rowley Alternative School, or dropped from a St. Bernard Parish School because of disciplinary reasons may attend the Prom. This includes current students and their dates. If you have questions see Mrs. Diecidue or Mr. Dugger.