

Monroe Township High School

Excellence is Our Expectation

Principal

Kevin G. Higgins, Ed. D.

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May 13, 2025

Dear Parent / Guardian,

MTHS will hold its Class of 2025 graduation ceremony at the Cure Insurance Arena on June 20th at 3:00 p.m. I am looking forward to a very enjoyable and celebratory evening. As graduation approaches, I want to review some guidelines that will ensure that your child's ceremony is one that you will remember with pride and admiration. Please review the following "parent" and "student" information with your child.

Graduation practice, Graduation, and end of year schedule for Grade 12:

- Thursday, June 19, 2025, iPad return may be dropped off throughout the week in Café B. iPads should be dropped off prior to practice. **All graduating seniors will meet in the gymnasium at 9:30 a.m. for practice.** Graduation tickets, honor chords, cap, and gowns will be distributed. Rehearsal information will be discussed. Students will be informed of fines and obligations. **Please be prepared to stay until 11:30 a.m.**
- Friday, June 20, 2025 all graduating seniors will meet in the gymnasium at 8:00 a.m. sharp for a full graduation rehearsal. **Graduation Ceremony @ Cure Insurance Arena @ 3:00 p.m.**
Project Graduation departs MTHS at 10:00 p.m. Attendees should arrive at the school at 9:30 p.m.

Students must be present at both rehearsals in order to participate in the ceremony. If for any reason your child cannot make a practice, he / she needs to see Dr. Higgins. Students must have satisfied all Monroe Township Board of Education requirements to participate in the ceremony. Seniors are required to return their textbooks, uniforms, iPad, iPad case and charger prior to participating in the graduation ceremony. **Please know the administration and Board of Education will not tolerate any attempt to avoid returning a student assigned iPad.**

Guidelines for the Audience:

- Admission to MTHS graduation is by ticket only. This includes infants and small children. There will be no replacement tickets for lost, stolen, or forgotten tickets. Each family will receive ten tickets. (tickets will be distributed on Thursday, June 19th during practice)
- It would be appreciated that anyone attending the graduation dresses appropriately.
- The graduation ceremony will begin at 3:00 p.m. The doors will open at 2:00 p.m. Once the graduation ceremony begins, no one will be admitted to the Cure Insurance Arena. **Parents should park in Lot one (1) Gate C. Students should walk around the building down to the loading dock.**
- There will be NO saved or reserved seating.
- During the ceremony it will be appreciated if all members of the audience remain in their seats.
- Audience members should be courteous. Noisemakers, yelling, shouting, etc. will not be permitted. Cell phones must be turned off. If a disruption occurs, the offending party will be removed from the premises.
- Please do not approach the stage for photographs. All pictures should be taken from your seat. We have arranged for a professional photographer, details to follow. This is a very special day for you and your family. The graduation committee hopes that the guidelines we have instituted will make the graduation ceremony a day to remember.

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Graduate Guidelines for Practice:

1. Report to the MTHS gymnasium for the first practice at 9:30 a.m. on Thursday, June 19, 2025. Check wall charts for row assignment. Check fine list. **All debts must be paid** to the Main Office by 8:30 a.m. on Friday, June 20, 2025. Diplomas will be held if your obligations are not met. Attendance is mandatory or you will not be able to participate in graduation.

Graduate Guidelines for Ceremony:

1. **Do not bring sunglasses or purses with you.** Sunglasses will not be permitted during the ceremony.
2. **Please dress appropriately.** Jeans, sneakers, shorts, flip-flops will not be permitted. Sensible shoes are suggested, it is a long walk from the parking lot to the loading dock where students will enter.
3. **Please arrive at the arena by 2:00 p.m.** Immediately take your place in line to prepare for the ceremony. Your attire and demeanor will be checked before the ceremony by your assigned marshal. If your attire or demeanor is not appropriate, you will be taken out of line and you will not be allowed to walk.
4. Caps and gowns **may not** be decorated.
5. Graduates should not yell or shout during the ceremony.
6. You must walk across the stage with dignity. If you call attention to yourself by dancing, strutting, etc., your diploma will be held. If it is determined that you behaved inappropriately, you will not receive your diploma until a meeting is held between the parents and administration.
7. Everyone will receive only a diploma cover at the ceremony. **The actual diplomas will be distributed after the ceremony at the arena on June 20th and throughout the summer (between the hours of 8-2).**
8. **The Monroe Township High School Graduation Ceremony is a dignified event.** Celebratory distractions, such as beach balls, silly string, etc., will not be permitted. Cure Insurance Arena Security will remove individuals participating in these activities.
9. **If a prospective graduate does not wish to abide by the MTHS Graduation Rules and Dress Code, they are welcome not to participate.** The graduation ceremony is a privilege, not a requirement or a right.
10. **Any individual not complying with our guidelines as well as those of Cure Insurance Arena will be subject to the authorities of the Trenton Police.** CURE Insurance Arena venue security will utilize walk-through metal detectors (magnetometers) to search all patrons entering the facility.

Attendance:

Students are expected to attend school for the entire school calendar until the last day of School, June 20th. Please review your child's attendance record on Parent Access to ensure compliance with Attendance Policy #5200.

As always, I appreciate your cooperation. The MTHS Administration wishes the very best to the "Class of 2025."

Sincerely,



Kevin G. Higgins, Ed.D.