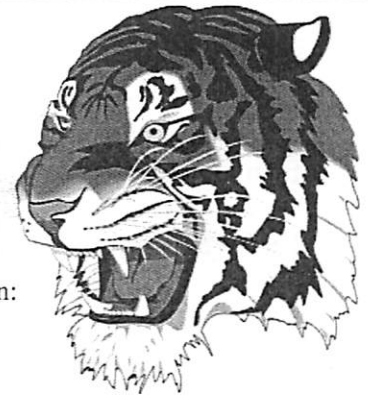


BLUFFTON HIGH SCHOOL

April 6, 2017

Dear Senior Parent:

It's hard to believe that graduation at Bluffton High School is almost here. The following is some general information to assist your child for graduation:



Finals: Monday, May 22, periods 2 & 4 and Tuesday, May 23, periods 1 & 3.
Senior Breakfast: Wednesday, May 24, 7:30 a.m. at the Sassafras on Main.
Class Day: Wednesday, May 24, at 9:10 a.m. in the cafetorium. Parents and community members are welcome to attend.
Graduation: Friday, May 26, at 7:30 p.m. in the gymnasium.

1. Seniors are to be seated in the cafetorium by 6:30 p.m. If seniors are not present at the 7:00 p.m. roll call, their diploma may be held.
2. It is not necessary for boys to wear coats under their gowns. However, a white collared shirt and tie is recommended. If your son does not have a white collared shirt, he should wear one that does not clash with the gown. Graduates are not to wear shorts or jeans under the gown nor tennis shoes nor flip-flops. (This applies to Class Day as well as commencement.) A student may be denied participation in graduation and Class Day activities because of inappropriate attire.
3. Class Day and commencement exercises will be available on video tapes and DVDs. This is being done by an outside vendor. Orders will be taken until graduation and payment must accompany the order. Credit cards will be accepted. Videos and DVDs are \$15.00 (senior breakfast, Class Day, slide shows, baby/senior pictures, and graduation) and will be mailed.
4. Pictures will be taken of graduates as they receive their diplomas. Order forms will be available to seniors after May 2. If you do not have a form and wish to place an order, please contact Deanna Brinneman at the high school. Pictures will be taken only of those seniors who placed an order and who paid by graduation. Pictures will be mailed to seniors.
5. Sufficient room is available for all parents and friends. There will be limited seating on the rear gym floor for those who would be physically uncomfortable in the bleachers. Contact Deanna Brinneman if you need reserved seating in this area.
4. Graduation from Bluffton High School is a time-honored tradition. Our expectation is that our students and guests will act in an appropriate manner. Activities such as "senior skip day" and "senior pranks" are not consistent with the high standards we have for our seniors and therefore have no place at Bluffton High School. We also ask that our guests respect our students during the ceremony by refraining from making noises such as yelling when a student's name is called that would detract from the formality of our ceremony. We ask for your support in this endeavor.

STEVE BAKER
PRINCIPAL

Enclosed is the graduation information sheet given to your son/daughter this week. If you have any questions in regard to graduation, please feel free to call me at 824-3724.

STACY MORRISON
ASSISTANT PRINCIPAL

STEVE THOMPSON
ATHLETIC DIRECTOR

JODI LEAS
GUIDANCE DIRECTOR

KOLE MEYER
GUIDANCE COUNSELOR

Sincerely,

Steve Baker
Principal

GRADUATION INFORMATION – 2017

1. Check seating chart and name list – this is how your name will be read. Any changes see Mrs. Brinneman or the teacher reading your name.
2. Practice times: Tuesday, May 23 9:00-11:00 a.m. **Attendance is mandatory!**
Wednesday, May 24 11:00-1:00 p.m. **Attendance is mandatory!**
3. Class Day Program is at 9:10 a.m. Wednesday, May 24. Class Day program and all practices are mandatory. If students do not participate, students may not participate in the graduation ceremony.
4. Dress for graduation and Class Day: Formal, no shorts, jeans, tennis shoes, or flip-flops. Dress shoes and collars required.
5. Caps and gowns – see Mrs. Brinneman.
6. NHS members:
 - a. Pick up stoles from Mrs. Brinneman by Monday, May 8.
 - b. Return stoles to the cafetorium immediately after graduation.
7. Academic Honors Diploma Recipients:
 - a. Pick up medals from Mrs. Brinneman by Monday, May 8.
 - b. Return medals immediately after graduation to the cafetorium unless you purchased one.
8. All fees and fines must be paid by 2:45 p.m. on Wednesday, May 24. All detentions and suspensions must be served by Wednesday, May 24.
9. All requirements must be done before a senior can participate in graduation ceremony:
 - a. Money owed
 - b. Credits
 - c. Academic work completed
 - d. Detentions served
 - e. Return books, athletic equipment, band equipment, library materials, iPads, etc.
10. Video tapes/DVDs of class day and graduation will be made. The cost will be \$15 and it will be done professionally. See Mrs. Moyer for an order form if needed.
11. Visions Photography will be taking pictures of the seniors as they receive their diplomas. If you wish to have your picture taken at that time, you must complete an order form and turn it in with payment by May 15 to Mrs. Moyer. Pictures will be taken only of those that have placed orders. See Mrs. Moyer if you did not receive an order form. Pictures will be mailed to seniors. The cost is \$25.00 for 2-5 x7's and 8 wallets or \$35.00 for 4-5 x 7's and 8 wallets.
12. Locker clean out: **Tuesday, May 23 during 4th period.** Everything must be removed from your locker.
13. Senior Breakfast at 7:30 a.m. Wednesday, May 25 at Sassafras on Main. Formal dress is appropriate for the breakfast and class day program. Attendance is mandatory
14. Graduation night Friday, May 26. Be in the cafetorium by 6:30 p.m. **Commencement begins 7:30 p.m.** See Mrs. Brinneman if special seating is necessary for your guests.
15. “Thank You” cards are available for you to use if you wish to thank any teacher.