

## Croatan High School

252-393-7022

May 5, 2011

Dear Parents and Graduating Class of 2011,

Seniors are becoming more excited daily as graduation grows closer. Parents are also looking forward to this special occasion. The purpose of this letter is to ease concerns you may have about class activities for the remainder of the year and the Commencement Exercises. This is a lengthy letter; however, all of the information is **vital** to a successful ending of the year. Please read the **entire** letter in order to be informed regarding graduation procedures. All updates, additions, and changes can be accessed on the Senior Page: <http://www.carteretcountyschools.org/chs/SeniorPage.htm>

### Schedule of Events

May 13 <sup>th</sup>	Prom	
May 16 <sup>th</sup>	Senior Fees Deadline	
May 17 <sup>th</sup>	Academic Achievement Ceremony	6:00pm
May 20 <sup>th</sup>	Junior / Senior Picnic	11:00am–until
May 23 <sup>rd</sup> – June 3 <sup>rd</sup>	Exam Blitz	
May 26 <sup>th</sup>	Award's Day End of Year Sports Banquet	9:00 am / Croatan gym 6:30 pm
May 27 <sup>th</sup>	Project Graduation Form DUE! (They will NOT be accepted after this date!)	
May 30 <sup>th</sup>	Memorial Day – No School	
June 2 <sup>nd</sup> and 3 <sup>rd</sup>	CTE Exams	
June 5 <sup>th</sup>	Baccalaureate (Attendance is optional.) Attire = Sunday dress	6:00pm / Croatan gym
Monday, June 6 <sup>th</sup>	1 <sup>st</sup> period exam Seniors take 4 <sup>th</sup> period exam	9:00-12:30 1:00 – 3:00
Tuesday, June 7 <sup>th</sup>	2 <sup>nd</sup> period exam	9:00–12:30
Wednesday, June 8 <sup>th</sup>	3 <sup>rd</sup> period exam	9:00-12:30
Thursday, June 9 <sup>th</sup>	4 <sup>th</sup> period exam <b>Mandatory</b> Graduation Practice	9:00-12:30 1:00 pm
Friday, June 10 <sup>th</sup>	<b>Mandatory</b> Graduation Practice Graduation Ceremony Project Graduation	9:30am 6:30pm 10:00pm – 6am

- Seniors must attend practices. Please be on time. Late arrivals delay practice for everyone else and lengthen the practice session once it begins.
- Friday's practice is a dress rehearsal. Wear your cap, gown and stole (v-shaped white collar).
- Please report to the gym for practice both days.
- Prior to the ceremony, seniors should arrive **no later than 5:30pm** and report to the **cafeteria**.
- Parents and other visitors should arrive before 6:00pm to ensure a choice in seating. Late arrivals may have difficulty locating enough seats for the family to sit together. Please enter through the **gym only**. The gymnasium lobby doors will close promptly at 6:30pm to begin the ceremony.

## Fees

Seniors should go to the gym lobby and clear fees with Mrs. Blair, **Thursday, June 9<sup>th</sup>** between 8:00 – 9:00. The fee totals from all teachers will not be available before Thursday morning, so you cannot be cleared before that time. Seniors must be cleared by Mrs. Blair before graduation practice or they cannot participate.

## Tickets

- Seniors will receive **six** tickets for guests to attend Commencement. Tickets are given to seniors after graduation practice. Please do not request additional tickets; none are available.
- Reserved seats will be available for the each disabled person and one accompanying guest. A special seating pass will be given for these seats. **If you need this accommodation**, please contact the school as soon as possible, **no later than Tuesday, June 1<sup>st</sup>, 2011**. Please ask for Mrs. Matthews who will take the necessary information. The amount of seating space on the floor is limited. Please do not request special seating unless it is necessary. You must have the special seating pass to be seated in the designated area.
- The auditorium will be used for overflow seating. Seating is on a first come, first served basis.

## Parking

- Students who drive without parents - use the entrance on Pearson Loop Road and park next to the cafeteria in the bus parking lot.
- Parents/Guests - use the student parking lot adjacent to the gym and cultural arts wing. Access through the cafeteria entrance will not be available.
- Law enforcement officers will direct traffic.

## Cap and Gown

- Hang the gown up to let the wrinkles fall out. Hanging the garment in a bathroom that is steamy from a shower will help. If you must iron the gown, use a pressing cloth between the gown and the iron to avoid scorching or melting the fabric. Replacement gowns will not be available.
- The cap and gown ensemble includes cap, tassel, gown and stole (v-shaped white collar). Before leaving home to participate in graduation, check for all four items.

## Senior Attire

This is a semi-formal occasion and proper dress is a **MUST**.

1. Wear dress shoes, preferably black. High heels **are not** recommended because they are unsafe for climbing up and down the stage stairs. No one wants to trip and fall while approaching or exiting the stage.
2. The following items are **unacceptable**: Tennis shoes, flip-flops, jeans, t-shirts, and shorts.
3. Caps should be worn level on heads
4. **Young ladies**- Wear dresses or skirts underneath the gowns. The length of the garment should be close to that of the gown. Garments definitely should not hang out from beneath the gown's hemline.
5. **Young men**- Wear dark-colored dress pants (not shorts), white dress shirts, and dark ties.

### **A Request of the GUESTS for the Class of 2011 Commencement Exercises**

The ceremony itself is a dignified occasion. Please assist us in giving your child a memorable event by remaining seated during the entire ceremony. Please do not get up to leave as soon as your child has walked across the stage. Such actions are safety hazards in such a large capacity crowd, cause tremendous amounts of noise, and detract from the event for other seniors and their parents. Graduation is probably the last time the entire class will be together, and it will be special if all seniors and their parents experience the total ceremony together.

We appreciate your cooperation and look forward to Croatan's graduation ceremony. Please contact us if we can be of assistance. If you misplace this letter, the Senior Page link on the Croatan High School website has a copy of it. Mrs. Matthews, our school receptionist, can answer most questions about graduation. She can be reached at the school number, 393-7022. Any questions or concerns should be given to Mrs. Matthews who will consult with an administrator or one of the Senior Class Sponsors and get back to you. Please see the attached flyer concerning the purchase of a CHS Graduation DVD.

Sincerely,

Julie Perry  
Senior Class Sponsor