June 4, 2019

Dear Parents:

Although it may seem difficult to believe, the high school journey for our seniors is rapidly drawing to a close. For parents/guardians, this is always a special moment. Please allow me to share some specifics with you for your planning purposes.

Graduation rehearsals will be held on Tuesday, June 18, 2019 and Wednesday, June 19, 2019. Attendance at both rehearsals is mandatory. Caps and gowns will be distributed to senior students following graduation rehearsal. Any senior still owing an obligation will be required to satisfy their obligations no later than Tuesday, June 18. Senior students will not be permitted to participate in graduation ceremonies if these obligations are not satisfied.

Graduation from high school is an event that comes once in a student’s lifetime. The administration and faculty make every effort to provide a ceremony steeped in tradition that brings meaning to all graduates, their families, and loved ones. Our goal, as a professional staff at Woodbury Junior-Senior High School, is to provide a ceremony defined by both dignity and decorum. Students and parents deserve nothing less, and we make every effort in our planning to execute a memorable event, start to finish. To ensure that goal, we will review with the seniors a number of expectations. I share them with you in our bulletin that is enclosed. We ask that you read them carefully and underscore them with your graduate as well.

We all look forward to a commencement ceremony of the highest order on June 19, 2019.

In the Spirit of Partnership,

Dr. Jason Vivadelli
Principal

This letter is by no means a “guarantee” of graduation. Grades, attendance, behavior requirements, and service learning must be met. If these requirements are not met, seniors cannot participate in the commencement ceremony.
Special note to parents and prospective graduates:

The 2018-2019 school year has been exceptional. As the excitement of graduation grows, seniors sometimes forget that they are still accountable for their actions.

No one wants to be in a place where they are informing a parent or student that they will not be permitted to participate in Commencement Exercises because of a decision by the student to violate the code of conduct.

Parents, please help us by encouraging your child to continue to display the behaviors we expect at Woodbury.

To each student: be diligent! End this high school experience on a positive note so that you will be remembered positively in the future. Congratulations on a job well done!

The graduation ceremony is a special occasion. Your participation in maintaining the event as a formal and distinguished affair with dress and conduct will be greatly appreciated.

Please review the information below that will answer all of your questions about the remaining days of the 2018-2019 school year and how it affects your senior son or daughter.

The following criteria must be met in order to graduate:

1. Satisfy all academic requirements in each subject area
2. Complete service learning hours
3. Meet state testing requirements
4. Fulfill the attendance expectations established by the Board policy of the Woodbury City Public Schools

If a student fails to meet any one of these items, he/she is not able to be awarded a diploma or permitted to participate in the graduation ceremony.

Attendance:
A student must be in attendance for 166 days this year (per policy) to receive credit. Those who are not able to satisfy an attendance improvement plan have been notified that they will not graduate.

Final Exams:
Students are required to be in school every day even when no final exam is administered. In the event your child does not take a final exam during the assigned day and time, he/she must arrange to make up the exam no later than the morning of June 18, 2019. The exam grade will be recorded as a zero (0) at the close of the day – June 18, if it is not taken. The student will not participate in graduation ceremonies.

Early Dismissal:
The last five days of school are early dismissal days: June 13 – 19, school ends at 12:33 pm.

Returned Books, Fines, Dues:
Textbooks will be collected at the end of each final exam session. Students will be charged a fine for lost or destroyed books. Students will receive a final notice of any outstanding fines (library books, athletic equipment, class dues, lunch fines, etc.) the week of June 10. Senior students will not be permitted to participate in graduation ceremonies if these obligations are not satisfied.
Rehearsal Schedule:
Two rehearsals will be held for Convocation and Graduation – Tuesday, June 18, 1:15 pm in the auditorium and Wednesday, June 19, 8:00 am. Attendance at both rehearsals is mandatory.

Commencement Day:
Wednesday, June 19 – Seniors must report to the library at 5:00 pm to prepare for Convocation in our auditorium at 5:30 pm and the Graduation ceremony which is scheduled to begin at 6:30 pm.

Parking:
Handicapped parking is located behind the school at the tennis courts. All others should use the county lots and parking garage at Broad and Hunter Streets. Seniors – please park in the county lot on Smallwood Street. Please contact Dan Howey with any questions.

CONVOCATION – 5:30 pm – Auditorium:
Three (3) tickets per family will be issued for admission to Convocation.

GRADUATION – 6:30 pm
Weather permitting, our Graduation ceremonies will be held in our stadium, all are welcome.
Admission tickets will not be required.
- A special parent section will be reserved for any parent of a graduate. Two special tickets will be needed for seating in this area. The special tickets are for an outside graduation ceremony only, and cannot be used for a graduation held in the gymnasium.
- Tickets are not required to attend the outdoor ceremony for seats other than the reserved family seating.
- In the event of inclement weather, our graduation ceremony will be held in the Cap Paine Gymnasium. Six (6) tickets per family will be issued for admission to the ceremony. Please contact Dan Howey (ext. 253) for special seating for a handicapped guest.

Student Attire:
Jeans or shorts, boots, sneakers or sandals are not permitted. Students not appropriately dressed will not be permitted to march.
- Male Attire: Young men are required to wear a dress shirt (white or pastel) and tie, dress slacks, and shoes.
- Female Attire: Young ladies are required to wear dresses/skirts and blouses, and dress shoes.
- Graduation gowns are gold with white for all students.

Diplomas:
The actual diplomas will be distributed in the library immediately after the commencement ceremony. The diploma will be withheld for any student causing a disruption to the ceremony. A hearing with the Principal and Superintendent of Schools will be held before the diploma is released.

Project Graduation:
Rastelli’s Sports ‘n More will be hosting our Project Graduation this year. The committee, made up of several parents, has worked all year planning for this night. The time is 10:00 pm – 2:00 am. The bus will be leaving at 9:30 pm; no independent transportation is permitted, all students must ride on the bus. Permission slips are in the main office; a permission slip indicating the student will or will not be attending is required.

If you have any questions, please call Dan Howey (856) 856-0123 ext. 253.