

Dear LMHS Senior Parents:

Graduation is rapidly approaching. I would like to inform you of the details for this year's graduation. Graduation will be held at Wright State University's Nutter Center on Sunday, May 17 at 6:00. Graduates must report to the Nutter Center by 5:00. The doors open to the public at 5:00; parents are advised to be present by 5:45 p.m. We will start promptly at 6:00, so please be sure to be on time. No tickets are needed for seating, as there is plenty of seating for graduates to invite as many people as they'd like. There is handicapped seating available. Nutter Center ushers will be at all entrances and can escort families to these sections.

Mandatory graduation practice will be held in the Little Miami multipurpose room on **Thursday, May 14 at 8:00 a.m.** Graduates **MUST** be on time. All seniors are to stay for the entire practice. If a graduate works or has other daytime commitments, arrangements must be made with his/her employer so that he/she may attend practice. **Any student who does not attend the practice will NOT be allowed to participate in the ceremony.**

The last day of regular classes for seniors is Friday, May 8. Seniors will take final exams for periods 1,2,3 on Monday, May 11 and final exams for periods 4,5,6,7 on Tuesday, May 12. Seniors will take exams during regular class time with that classroom teacher. Seniors will be exempt from any exam in which they have taken the AP exam or in which they receive an average of an "A" or "B" when 3rd and 4th quarter grades are averaged together. Seniors are also required to report to school on Friday, May 15 at 11:00 for Senior Check-Out Day. Attendance is mandatory. The check-out day will include paying outstanding fees, turning in missing books, and attending the Senior Picnic.

The graduation fee, which is added to 2nd semester fees, is \$20.00. This fee pays for the items needed for the commencement ceremony. Students will turn in graduation gowns immediately following the graduation ceremony. Students will keep the cap and tassel. Parents should plan to take pictures of the graduate with family members prior to the ceremony.

All Students **MUST** have completed **ALL** of the following, in order to pick up their cap and gown: paid all outstanding school fees, submitted their career narrative and resume to Naviance, as well as completed 12 hours of community service and turned in the verification forms to Ms. Stein (room 230). **ALL of this must be done no later than March 31, 2020.**

LMHS students may pick up caps and gowns during lunch on April 7, 2020. If you have not ordered your cap and gown, please contact Graduate Services at 272-5890 as soon as possible. You must have paid Graduate Services in full for the cap and gown. If your child has not fulfilled any of the above requirements, he will **NOT** be given his cap and gown. After this date, caps and gowns can be picked up in Room 214, but **ONLY** between the times of 2:15 and 2:30 on Tuesdays and Thursdays.

If you have any questions, contact me at 899-3781 x 20450 or jlyke@lmsdoh.org.

Sincerely,
Jennifer Lyke
LMHS Senior Advisor