

# Important Information Regarding Class of 2011

Dear Graduating Students and Parents:

Graduation from high school is an important event in the lives of students, parents, and families. It is an opportunity to celebrate the educational accomplishments of students. The graduation ceremony is designed to provide memories and impressions that will last a lifetime. We need your assistance to ensure that your student's graduation ceremony is conducted in a dignified manner.

Our district has spent significant time planning and organizing the graduation ceremony. It is very important that all graduation participants and attendees conduct themselves in a polite and courteous fashion. The graduation ceremony is a dignified event and requires all attendees to be on their best behavior. To ensure that your school's graduation is conducted in a dignified fashion, we expect students and parents to use the principles of decorum and etiquette.

Students, please show your respect for this formal occasion by dressing appropriately. During the ceremony be happy, not foolish. There should be... 1) no signs on hats, 2) no string confetti, 3) no beach balls, 4) no unusual dances or celebrations on stage. If this happens, your diploma will be held and you will need to meet with administration to get your diploma. Do not jeopardize your graduation experience by bringing any additional items to commencement.

Students:

- ▶ Graduation practice will be held Thursday, May 26, 2011, at 10:00 a.m. in Flinn Stadium
- ▶ For Graduation, students are to report to a designated classroom in Baldwin South by 5:45 p.m. on Friday, May 27.
- ▶ A high level of security will be in place.
- ▶ Graduates will be met by a chaperone upon entering their assigned classroom.
- ▶ The security measures are in place for three main reasons:
  - To help provide a safe and secure environment for commencement;
  - To conduct security checks in as comfortable a manner as possible—Baldwin South is air-conditioned; and
  - If it rains, we will already be inside.
- ▶ Buses will transport graduates to Flinn Stadium.
- ▶ Quincy Public Schools reserves the right to administer a breathalyzer test to students.
- ▶ Traffic should enter the Baldwin Parking lot off of 30<sup>th</sup> Street... (nearest to the tennis courts). Staff will be present to assist in orderly parking. **THIS LOT WILL BE MONITORED** during the entire ceremony.
- ▶ **CAPS & GOWNS SHOULD NOT BE WORN.** Security checks will be conducted **BEFORE** caps & gowns are put on. **Carry your caps and gowns into the building.**
- ▶ Shuttle buses will be available at Flinn to bring graduates back to Baldwin School after commencement.

Parents and guests:

- ▶ Shuttle buses will be available from the QHS parking lot to Flinn Stadium. Doors and gates open at 5:00 p.m.
- ▶ No outside flowers or balloons will be allowed into the stadium. Only bottled water and single carnations may be purchased in the stadium from authorized personnel. Also, a table will be available to order Graduation DVD's.
- ▶ **GRADUATION IS A FORMAL OCCASION at which we recognize QHS graduates. Noisemakers, including air horns, and whistles are not permitted in the graduation venue and their use is strictly prohibited because of disruption and disturbance to the ceremony.**
- ▶ Tickets are color-coded and parents and guests will be escorted to their designed areas in the stadium.
- ▶ Some of our seniors have been highly visible as they have progressed through Quincy High School. They have been involved in student government, music, the arts, athletics or other extracurricular activities. Many other students have gone through high school with little or no recognition. For a brief moment during Commencement when the graduate's name is called everyone will have their special moment. We ask that the audience be respectful of each graduate and not disrupt the ceremony. In addition, please turn off all cellular devices during the ceremony.

The faculty and staff of QHS congratulate you on your academic successes and wish to ensure that the Commencement ceremony will be a fitting conclusion to this phase of your education. We ask your help in making the ceremony a pleasant experience for all by attentively considering the rights and feelings of the other participants and guests. Thank you students of the Class of 2011 for making your graduation a class act!

~~~~~  
**FINANCIAL OBLIGATIONS** – Please make arrangements to take care of any fees before graduation. This includes: transcript fees, shop fees, music expenses, library fines, lost books, lost locks, or other financial obligations to the school.

**GRADUATION ANNOUNCEMENTS** – Extra announcements are available for \$1.00 each in the main office.

**CAP & GOWN** – Everyone walking at graduation is required to wear the cap & gown rental from Herrf-Jones. When you turn your cap & gown in after graduation you may keep your tassel as a souvenir. Any questions about your order, call Bob

Snowden Herrf-Jones rep at 257-1961 or 214-0576. **Important! When you take your cap and gown home please try both on!** If there is a problem with the fit, you must contact the QHS main office as soon as possible. Press your gown before you wear it and try to have pictures taken before Commencement. **RETURNING YOUR CAP & GOWN** – Stations will be set up at The Crossing Church North Auditorium or in case of rain, at the Baldwin School Cafeteria for you to return the cap and gown you have rented. **When your cap and gown is returned, you will receive your diploma insert.** The stations will be open for one-half hour following graduation. If you have not checked in by that time, you should bring your cap and gown to the Quincy High School main office beginning Tuesday, May 31, 2011.

**SENIOR BACCALAUREATE** – Graduating students are invited to participate in this service conducted by the Quincy Ministerial Association at the QHS Theatre, **Thursday, May 26, 2011 at 7:00 p.m.** The program will be approximately one hour in length. Caps and gowns are worn for this event. (Please make sure your gown is pressed.) This ceremony is optional for graduates and tickets of admission are not required. Parents and/or friends of the graduates are invited to attend. There has usually been plenty of room for all guests for the service. Guests will be seated on a first-come, first-served basis. **Students who choose to participate should meet in the QHS Commons to line up for the processional to the theatre by 6:30 p.m.** The band, orchestra, and choir will perform during the Baccalaureate. This is an important evening for seniors and their families as they reflect on the significance of their graduation.

**COMMENCEMENT TICKETS** – Tickets are necessary for the graduation exercises. **Tickets will be distributed at rehearsal on Thursday, May 26, 2011.**

- **BLEACHER SEATS** – Each graduate will receive (6) six Bleacher Seat Tickets. These tickets are first come-first served seating anywhere on the upper or lower bleachers.
- **TRACK SEATS** – If a guest is unable to climb the bleachers or is in a wheelchair, a section on the track is set aside for those persons with special needs to sit. A drive is alongside the left of the stadium for drop off. **SPACE IS VERY LIMITED in the track area.** Please, only one extra person to help with your guest in the Track special needs area.
- **FIELD SEATS** – These seats are located on the Flinn Stadium field on either side of the graduates and are first come-first served seating. Please be aware that extra ticket requests may include field seats.
- **IN CASE OF RAIN** – Bleacher and Track ticket holders will be escorted into the Baldwin gym where graduation will be held; Field Seat ticket holders will be escorted into the Baldwin auditorium where they will view graduation on a BIG screen.

**PRACTICE FOR COMMENCEMENT** – **Flinn Stadium, Thursday, May 26 at 10:00 a.m.** It is important that we organize the graduation program so that it will take place with precision and formality. Seniors will assemble in the stadium on May 26 promptly at 10:00 a.m. for Commencement practice. **In case of rain, practice will be held Friday, May 27, at 10:00 a.m.**

**COMMENCEMENT EXERCISES** – **Friday, May 27, 2011** – **Flinn Stadium or (in case of rain) Baldwin Gym, 7:00 p.m.** Students are required to arrive at Baldwin School by 5:45 p.m. Entrance will be gained at the southwest doors, those nearest the tennis/basketball courts. After entering Baldwin, graduates are to report to designated rooms in Baldwin South. When security checks and caps and gowns are in place, students will be transported by buses to The Crossing parking lot to line up for graduation by 6:15 p.m. **In case of rain,** students will stay in their rooms at Baldwin School for line up then proceed to the gym for commencement. **Please Note: Gowns should be carried into the building.** Any personal items should be placed in the plastic bags provided in each room and marked with the student's name. A station will be set up for one-half hour after graduation at The Crossing Church for personal item pickup. Students must show a picture ID to pick up personal items. In case of rain, items will be transported to the Baldwin School Cafeteria. Items not claimed may be picked up at the QHS main office beginning Tuesday, May 31, 2011.

**PICTURES** – GradImages will photographing all graduates at graduation exercises. The graduate may choose if he or she wishes to order any pictures. Visit their website at [www.gradimages.com](http://www.gradimages.com) and click on Pre-Event Email Registration. To find our school, type in **quincy**; our school name should come up. Graduates can preregister their email and up to 6 emails of loved ones who would like to share in your accomplishments by viewing and ordering your photos. By submitting your information early, photo samples will be quickly and conveniently provided to you and all others registered as soon as they are available after the event. After graduation, order online at GradImages' website or call 800-261-2576.

**DVD'S** – The Volleyball Booster Club will be selling DVDs of the graduation ceremony for \$25. Orders will be delivered or mailed to you. Order forms are available in the QHS main office or on the [qps.org](http://qps.org) website under Senior High. Orders may also be placed the night of graduation at the stadium. Mail your order with payment to Barb Crist, 2435 Keller Lane, Quincy IL 62305.

**PARENT'S PARTY** – **Friday, May 27, 2011** – The parents of the graduates will sponsor an all-night party after graduation ceremonies at Scotties Fun Spot from 11:00 PM to 5:00 AM. Students must arrive by 12:00 midnight; if they choose to leave early, their parent/guardian will be called. Students must show their driver's license at the door for check-in. School personnel will assist the parents. Participation in the party is optional, but graduates attending will be expected to follow the rules established by the parent committee. There will be many activities; free food and drink will be provided throughout the night and prizes will be awarded. Tickets for graduates and their guests will be sold for \$20 in advance or \$25 at the door.