

2017 MCKAY HIGH SCHOOL GENERAL INSTRUCTIONS FOR SENIOR CEREMONIES

Seniors – Please notify Mr. Brooks in the Student Center of **scholarships or awards that you have received so we can recognize you during the awards assembly & in the graduation program***

CAP & GOWN DISTRIBUTION – Tuesday, May 30th, 2017 (Commons at 2:45pm)

GOWN INSTRUCTIONS FOR SENIOR CEREMONIES:

- Hang up the gown. Many of the wrinkles will shake out but some pressing may be necessary.
- You will wear the cap flat on the head with the tassel at the left and the long part of the crown to the back. The tassel should be attached to the cap's edge on the left side with a straight pin to keep it in position.
- No writing on or decorating of the cap is permitted.
- Do not wear jewelry or flowers on your gown.
- Do not carry flowers, stuffed animals, balloons, or cell phones during the special ceremonies.
- Students suspected of being under the influence of alcohol or drugs, or those who exhibit uncooperative behavior, will not be permitted to participate in any of the planned ceremonies.
- Do not chew gum or eat during any of the special ceremonies.
- Wear shoes and clothes under your gown appropriate for the formal occasion.
- **Seniors who owe fees, are failing a required class or have not met graduation requirements will receive a notification with their purchased gown showing what the student is responsible to do *in order to be eligible to participate in planned ceremonies.***
- **Reminder that ALL FEES from high school must be paid in order for students to participate in the graduation ceremony.**

SENIOR BREAKFAST – WEDNESDAY, JUNE 7th, 2017 (8:30am-9:30am)

This is an event that starts in a nostalgic manner for your families. In most cases, a parent accompanied you to school on your first day. The Senior Breakfast is a fun time to remember when you were “little” and to recognize that your twelve years of public education are ending. Invite family and friends to share breakfast with you; **the cost is \$3.00 per person.**

The Senior Awards Assembly will follow the breakfast.

SENIOR AWARDS ASSEMBLY – WEDNESDAY, JUNE 7th, 2017 (9:40am-11:00am)

- The purpose of the Senior Assembly is to honor individual seniors. This is a formal assembly to recognize academic excellence. Please invite your family.
- Report to the upper gym **no later than 9:15am.**
- Wear your cap and gown. No jewelry, flowers, or “casual touches” are to be added to cap or gown.
- Line up with your partner to march.
- Listen carefully and follow the directions of the usher who will help seat you.
- March in during the Processional using the center aisle.
- Please remain standing while all seniors are marching in. You will be directed to sit down.
- If your name is called to receive an award, go to the stage, receive your award, and return to your seat *quickly.*

***MANDATORY* SENIOR GRADUATION REHEARSAL**
FRIDAY, JUNE 9th, 2017 (11:00am – 1:30pm at the OSF Pavilion)

Those who do not attend this practice **cannot march** in the commencement ceremony that evening. Do *not* bring your cap and gown to rehearsal.

- **Absolutely no children, guests, or pets are allowed at practice.**
- Rehearsal is from 11:00am until 1:30pm. Do not make conflicting appointments. Hair appointments, working hours, etc., should be arranged after 1:30pm. **NO EXCEPTIONS.**
- You are still a McKay High student. As such, any senior appearing for practice under the influence of alcohol or drugs will not be allowed to practice or participate that evening.
- Keep your cell phones on vibrate or silent during practice; only use it in case of emergency.
- At practice we will review the following: formal marching, reading of names, issuing of diplomas.
- ***If you still owe fees by this date, you will not be allowed to participate in the graduation rehearsal or the graduation ceremony.***

GRADUATION CEREMONY
FRIDAY, JUNE 9th, 2017 (8:00pm-9:30pm at the OSF Pavilion)

- **Graduation is a dignified ceremony; please do not trivialize it by bringing any items that will disrupt the ceremony.**
- Seniors need to be at the Pavilion on Friday **no later than 7:15pm**. Enter through the Main Entrance off of Sunnyview. Go to the senior line-up area outside (weather permitting).
- Parents, other family members and friends are *not* permitted to enter the line-up area for seniors *for any reason*.
- There is not a place to put purses and personal belongings at the Pavilion. Leave them with your parents or at home.
- Family admission into the Pavilion will begin at 7:00pm. No tickets required & parking is free, but can be frustrating. Driving instructions are included with this letter.
- Guests are to remain seated throughout the commencement and are expected to remain for the entire program, which usually lasts about one and a half (1 ½) hours.
- Family members are **STRONGLY** discouraged from bringing helium-filled balloons to the Pavilion. There is a risk that balloons, if released, will float into the ventilation system at the Pavilion. ***If people do bring balloons, they will be stored in a designated location in the Pavilion and can be picked up after the ceremony has ended.***
- **A professional photographer will take two pictures of each senior as diplomas are received as well as a posed shot.**
- Students are not to smoke at any time, in or around the Pavilion. Parents and guests may smoke in designated areas outside the Pavilion.
- Do not chew gum during commencement.
- Keep your cell phones on vibrate/silent or OFF. You may not use them during the ceremony.
- Diplomas will be handed out the night of graduation.
- Anyone arriving for the evening ceremony that was not at the morning practice will **not** be permitted to march or be involved in the ceremony.
- Remember your parents and relatives are seated above and behind you. Any undignified behavior on your part is most conspicuous and detracts from the program.

- We will be coordinating a recessional (march-out) for this year's ceremony. **Parents and families in attendance must remain in the seating area around the main floor until all graduates have exited.**

SENIOR GRADUATION PARTY – FRIDAY, JUNE 9th, 2017 (11:00pm-3:00am)

***This year's all-night grad party will be held at Firebird Lanes!
There will be food, drinks, fun activities and prizes! Tickets are on sale Mondays during both lunches, cost is \$20.***

Final Senior Calendar

May 8-19	Senior Banquet Tickets go on SALE (\$10-\$15 each)
May 1, 8, 15 & 22	Senior Meeting (auditorium)
May 30	Cap & Gown distribution at 2:45pm (commons)
May 31	Senior Banquet at 6:30pm at the Eola Viticulture Center in West Salem
June 1	Senior/Staff Social at 7:30am in the Library
June 1	Senior vs Staff Volleyball game at 6:00pm in the Gym
June 2, 5 & 6	Senior Finals - Testing Days
June 7	SENIOR FAMILY BREAKFAST - Commons – Families invited 8:30am – 9:30am Cost: \$3.00 per person
June 7	SENIOR AWARDS ASSEMBLY – Families invited CAP AND GOWN REQUIRED 9:40am-11:00am – Gym - <i>(LINE UP BEGINS AT 9:15AM IN UPPER GYM)</i>
June 9	MANDATORY COMMENCEMENT PRACTICE at 11:00am Oregon Fairgrounds Pavilion - NO CAP AND GOWN
June 9	COMMENCEMENT at 8:00pm – No tickets necessary Doors open for parents at 7:00pm Oregon Fairgrounds Pavilion - CAP AND GOWN REQUIRED Free parking

PARKING PLAN
McKay Graduation
9 June 2017
8:00pm

McKay High School graduates, families and staff will enter the Pavilion parking lot **from the east off of Sunnyview Rd NE**. Barricades will be set up at Sunnyview Rd NE and Evergreen Avenue to inform drivers that there will be **NO THROUGH TRAFFIC ON SUNNYVIEW**. Attendees will be checked at that point and will be allowed to enter.

The entrance off of Sunnyview Rd NE will be the **only entry point to park before the graduation ceremony**. Parking for the McKay Graduation will be allowed on the south side of the Pavilion and pick up/drop off will be allowed at the front doors to the Pavilion on the south side of the building.

After the ceremony, please exit Pavilion grounds using any available gate.

