



# SOUTH HILLS HIGH SCHOOL HUSKIES

PRINCIPAL  
DR. MATT DALTON  
ASSISTANT PRINCIPALS  
DR. APRIL LEON  
MR. RYAN MADDOX  
DEAN OF STUDENTS  
MS. SITA RAMPERSHAD  
ACTIVITIES DIRECTOR  
MR. MATT LEDUC

April 24, 2019

Dear Parents/Guardians of Senior Students:

This is an exciting time in the life of your senior student. We hope that these remaining weeks of high school will be happy, positive, and productive. We would like to give you some information leading to this year's Graduation Ceremony, which takes place on Wednesday, June 5th.

The Graduation Ceremony is designed to be a dignified presentation of diplomas to the students completing the graduation requirements. The following procedures and rules are established to afford participating seniors the respect and attention that they deserve. Please remember that participating in the graduation ceremony is a privilege, and the school reserves the right to take the necessary steps to make this an appropriate activity in keeping with state law and School Board policy.

## **Dates – Times – Places**

**Prom:** The Prom will be held May 18, 2019 at the Madame Tussauds in Hollywood from 8:00pm – 12:00am; tickets are on sale until May 16<sup>th</sup>. There are no refunds or transfers for this dance.

**Senior Finals:** Senior Finals are May 23<sup>rd</sup> and May 24<sup>th</sup> during the regular scheduled school day.

**Memorial Day:** South Hills will be closed in observance of Memorial Day on Monday, May 27<sup>th</sup>.

**Chromebook Return Days:** All Seniors are required to turn their Chromebooks in to the South Hills library May 28<sup>th</sup> through May 30<sup>th</sup>.

**Cap and Gown Pick Up:** All seniors must pick up their cap and gown on Friday, May 31<sup>st</sup> in preparation for graduation. Seniors who are signed up to participate in the Greeting from Grads will pick their gowns up on Thursday, May 30<sup>th</sup> at 7:45am.

**Senior Awards Banquet:** South Hills Senior Awards Banquet will be Thursday, May 30<sup>th</sup> at 6:00 pm in the gym. *This event is by invitation only for seniors who are receiving awards and their families.*

**Graduation Check Day:** Mandatory Graduation Check Day is Monday, June 3<sup>rd</sup>  
Meeting times are determined by the first initial of your last name

A - G 8:30 am  
H - O 9:00 am  
P - Z 9:30 am





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**Graduation:** Our 2019 Graduation ceremony is Wednesday, June 5<sup>th</sup> at 7:00 pm at District Field. Seniors must report to the WEST Center Building Entrance of the District Field Meeting Room by 5:30 pm, **carrying** their cap and gown.

Students will enter into the building by way of the elevator. Students must enter with their gown in their hand. Once students have entered the stadium by 5:30 pm they will not be permitted to leave the building for any reason.

Students will **not** be able to interact with parents, family, or friends or go near the stands once they have checked in and are inside the building.

**Tickets:** All guests entering the stadium must have a ticket to attend the graduation ceremony including children over the age of 3 years old. All seniors receive six complimentary tickets and may purchase a maximum of eight additional tickets for \$5 each on a first come, first serve basis by completing the Request for Additional Tickets form. Additional ticket forms must be turned in to the ASB office between May 6<sup>th</sup> and May 17<sup>th</sup> to guarantee up to 14 tickets total. Any additional tickets may be granted on a first come, first serve basis based on availability of returned tickets, beginning on May 22<sup>nd</sup>. Students will need to bring in an additional Request for Additional Tickets form, thank you for your cooperation in this matter. All tickets will be picked up by **students** on June 3<sup>rd</sup> after they finish their graduation check out.

**Tickets are sold ONLY to the students and distributed ONLY to the students.**

Handicap seating is available in the bleachers of the stadium.

**Cap and Gown:** For students who pre-purchased or rented their cap and gown, pick up is on Friday, May 31<sup>st</sup> between 8:15am – 9:45am. Students who did not pre-purchase a cap and gown or rent a cap and gown should call 1-800-567-8367 **immediately**.

8:15am – 8:45am ~ Last Name A-G

8:45am – 9:15am ~ Last Name H-O

9:15am – 9:45am ~ Last Name P-Z

**Parking:** For the 2019 Graduation Ceremony, we want to make the parent and guest parking situation a positive experience. Beginning at 4:00pm on June 5<sup>th</sup>, we will shuttle multiple busses from Covina High School to District Field. The busses will constantly be shuttling from the Covina High parking lot to the District Field ticket booths. The busses will also return parents and guests to Covina High after the ceremony is over. This is a completely free service to help our families enjoy this special evening. We recommend arriving to Covina High and District Field as early as possible.

**The District Field parking lots will be closed to all parents and guests. Handicap parking will be available to guests with a handicap placard only.**





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**Dress Code for Baccalaureate and Graduation:** It is our expectation that each student will be properly attired at both ceremonies. The dress code is as follows:

**Boys**  
Cap and Gown  
Dress Slacks  
Dress Shirt and Tie  
Dress Shoes and Socks  
\*No Sandals or Gym Shoes

**Girls**  
Cap and Gown  
Dresses  
Dress Shoes  
Dress slacks  
Flats or Wedges are recommended

Students who are not appropriately attired will be removed from the lineup. Graduate gowns may not be decorated in any manner. This includes writing, decorations, pins, etc. Graduate caps may be decorated, but each cap will be reviewed upon check in and inappropriate caps will be confiscated. Nothing should rise off of the cap or fall down from the cap. Any student who does not meet the above dress code will not participate in Baccalaureate or Graduation. Hawaiian leis will be available for purchase through PTA.

**Grad Nite Disneyland:** Grad Night is a safe, sober, and alcohol-free celebration for our graduates hosted by the PTA. Grad Nite will be held at Disneyland on Friday, June 7th. All students who attend Grad Nite **must** ride the bus. The Grad Nite party will last until approximately 2:00am the following morning (June 8<sup>th</sup>).

## **Procedures for Baccalaureate & Graduation**

**Baccalaureate:** Baccalaureate is on Sunday, June 2<sup>nd</sup> at 3:00pm at the Covina Methodist Church located at 437 W. San Bernardino Road, Covina, CA 91723. Graduates should arrive at the church by 2:00pm.

**Graduation Practice:** Practice will be held on Tuesday, June 4<sup>th</sup>, at 8:00am at District Field. **Attendance at practice is mandatory for all students participating in the Graduation Ceremony on June 5<sup>th</sup>. If you do not attend graduation practice, you will not walk.**

If graduation practice on June 4<sup>th</sup> does not go well and/or students do not arrive on time and/or behave well, there will be another mandatory practice on Wednesday, June 5<sup>th</sup> at 10:30am. As this would also be a mandatory practice, if you do not attend you will not walk.

**Cell Phones:** Students may bring their cell phones onto the field, but they cannot use them at any point during the ceremony and they should be turned off. Staff sitting with the students may confiscate student's phones if brought out during the ceremony.





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**Photographs:** There will be a professional photographer taking pictures after each senior receives his/her diploma. These photographs will be available for you to purchase if you desire. The photography company mails the photo proofs and ordering materials directly to your home.

**Cameras:** Parents and guests with cameras will not be allowed to stand in front of other parents and guests during the ceremony. This includes moving to the stadium railing or fence line. We want all parents and seniors to have their moment of recognition without interruption.

**Alcohol/Drugs:** The state law is very specific regarding students and alcohol. Any senior with alcohol on his/her breath, determined to be under the influence of any controlled substance, or in possession of an illegal drug will be removed from the processional line and will **NOT** be allowed to participate. As in the past, Covina Police Department will assist South Hills High School with the screening and removal of students. **This is absolute – no exceptions will be made.**

**Behavior:** As these are school functions, all school rules will be enforced. The ceremony is designed to be a dignified ceremony honoring the graduates of 2019. Each senior deserves the attention and courtesy of everyone attending. It is expected that each senior and his/her parents shall be shown this courtesy. Inappropriate behavior will result in removal from the ceremony.

**Noise Makers (anything that detracts from the ceremony):** Fireworks are illegal and will not be permitted. Persons violating this law will be removed from the ceremony. Also, noise makers such as air horns will not be allowed in the ceremony. **Balloons and signs will not be permitted** as they interfere with others enjoyment and view of the ceremony. Also, plane flyovers will not be allowed in this year's ceremony. Please respect the dignity of the ceremony and adhere to these guidelines. Students involved with any of these non-permitted activities may be removed from the ceremony.

The above rules and guidelines are designed to make this the finest and most meaningful graduation ceremony our school has ever conducted. Congratulations to you and your senior. We are proud of our seniors and we will be look forward to seeing you on June 5, 2019.

Please contact Dr. Dalton, Mr. Maddox, Dr. Leon, Ms. Rampershad, or Mr. LeDuc if you have any questions.

Dr. Matt Dalton  
Principal

Matt LeDuc  
Activities Director

