

Lebanon High School Class of 2019



Graduation Guide for Parents

Dear Parents & Students,

Each spring the thoughts of eager seniors and their proud parents turn excitedly to graduation. In this state of enthusiasm, many last minute details can be forgotten or simply overlooked.

This booklet has been designed to provide information and answers to the questions most commonly asked by seniors and their parents. Please review this material carefully and use it as a reference during your planning this spring.

Candidates for graduation must complete all academic requirements and have earned 18 points on their End of Course Exams in order to participate in the commencement ceremony on May 18. We will make every effort to keep you informed of your senior's academic progress. In turn, we ask you to make every effort to be informed and to help ensure that your senior successfully completes all academic requirements.

I hope you find this booklet helpful as you plan for what is certain to be a busy time for you and your family. As always, please feel free to contact the high school (934-5100) if you have any questions. We are eager to make this an enjoyable and memorable experience for everyone.

Sincerely,

Scott Butler

Principal

*Special note: The ceremony will be held at Wright State University's Nutter Center.

Commencement Requirements

All seniors and early graduates **must** have completed all academic and other requirements within the stated timelines including, but not limited to, end of course exams, virtual classes, CCP, and correspondence courses in order to participate in the Lebanon High School Commencement.

A student who fails a second semester class that is needed to fulfill a graduation requirement will not be permitted to participate in commencement, even if the credit can be made up in summer school. Commencement is reserved only for students who have successfully completed all coursework.

Class of 2019 Graduation Requirements 23 Total Credits

English.....	4 credits	Health.....	0.5 credit
Science.....	3 credits	Physical Education.....	0.5 credit
Electives.....	6 credits	Fine Arts.....	1 credit
Mathematics (including Algebra II).....	4 credits		
Social Studies (1 cr. Am. History, & 0.5 cr. Gov't).....	3 credits		
Computer-based Course.....	0.5 credit		
Economics or Finance.....	0.5 credit		

Other Requirements

Any senior having fees to pay, books to return, or any other obligation, must have it cleared by 12:00 pm on Friday, May 17, in order to receive his or her diploma.

Seniors wishing to participate in commencement must attend rehearsal in its entirety. Rehearsal will be held on Friday, May 17 @ 8:00 am at Wright State University's Nutter Center.

Important Dates

- Senior Awards Night* ----- *Tuesday, May 14*
6:00 PM, Lebanon High School Cafe
- Baccalaureate* ----- *Thursday, May 16*
7:00 PM, Urbancrest Baptist Church (Tentative)
- Commencement Rehearsal* ----- *Friday, May 17*
8:00 AM, Wright State University's Nutter Center, Fairborn, OH (Mandatory Attendance for ALL Participants in Graduation)
- Commencement* ----- *Saturday, May 18*
6:00 PM, Wright State University's Nutter Center, Fairborn, OH off of I-675 North.
Graduates must be there by **5:00 PM**

Senior Events

Senior Awards Program - Tuesday, May 14, 6:00 pm, LHS Cafe

This program is designed to recognize and honor graduating seniors for their accomplishments. Students will be recognized for various accomplishments and will be awarded local and national scholarships. Recipients included in the ceremony will be sent an invitation. Parents and friends are invited and encouraged to attend.

Seniors should check with their counselor at least **10 days prior** to the program to make sure that the school is aware of respective scholarships, awards, etc. that have been earned so the student can be appropriately recognized. Some scholarships will be announced for the first time on this evening.

All students should tell their counselor of all scholarships awarded by the universities so they may be recognized in the graduation program.

Senior Events (p.2)

Baccalaureate – Thursday, May 16 – 7:00 pm – Urbancrest Baptist Church (Tentative)

Seniors, families, and friends are invited to Baccalaureate. The primary purpose of Baccalaureate at Lebanon High School is to allow graduating seniors a formal opportunity to recognize their parents during the program, allowing for a moving show of appreciation. The program also features senior speakers who reflect on the past and future, and student musical performances.

Baccalaureate lasts approximately one hour. Seniors and their parents are encouraged to attend, even though attendance is **voluntary**. Dress is “Sunday best.” No tickets are required.

***Graduation Practice - Friday, May 17 – 8:00 am – Nutter Center @ Wright State**

Seniors wishing to participate in commencement on May 18 **must attend and participate in rehearsal on Friday, May 17**. Rehearsal lasts approximately 2 hours. Transportation will be provided for students who wish to ride the bus. Students may sign-up in the main office beginning May 6th. Seniors who do not attend commencement rehearsal in its entirety are not permitted to participate in commencement. Only absences from rehearsal that are validated by a physician’s statement indicating the student to be physically unable to participate in rehearsal will be deemed excused.

*Mark this date on your calendar. Everyone must be at the entire rehearsal.

Commencement Information

1. Commencement will be held on Saturday, May 18, at Wright State's Nutter Center.
2. Commencement will begin promptly at 6:00 pm.
3. Graduates should arrive at 5:00 pm, dressed in their caps and gowns (**must have the approved gown** from Graduate Services in order to participate in graduation), and report directly to their assigned area. Information about their seating order, etc. will be given to the graduates at practice on May 17.
4. Parents - Graduates only in the assigned areas prior to commencement and after commencement.
5. Valedictorian/Salutatorian
 - To be eligible for consideration as valedictorian or salutatorian, a student must be enrolled at LHS for **4 consecutive semesters prior to the final semester** (by the 2nd semester of their sophomore year).
 - The valedictorian and salutatorian will be selected at the completion of the 8th semester. Selection will be made based on students weighted GPA rounded to **three decimal points**.
 - In the event of a tie, co-valedictorians will be named. If this occurs, **no** salutatorian will be named.
 - The valedictorian and salutatorian will be given the opportunity to speak at the commencement ceremony.

The Ceremony

The Lebanon High School commencement will be conducted with dignity and respect. Graduates, parents, and guests are reminded that commencement is a formal ceremony, not a celebration.

Participation in commencement is optional. Graduates wishing to participate in the ceremony must adhere to the following guidelines:

1. Males will wear maroon caps and gowns. Females will wear white caps and gowns. All caps and gowns must be the custom made, rented gowns in order to participate in the graduation ceremony.
2. Graduates will be seated in alphabetical order with their TEAM teacher.
3. A photograph will be taken of each graduate as he/she receives a diploma by a professional photographer (Life Touch). More information on the photographer will follow, closer to the ceremony.
4. Lebanon Cable will record the Commencement ceremony. You may purchase a copy by contacting, Joe Hackman at (513) 228-3294.
5. A link to a live stream of the graduation ceremony will be posted on the Lebanon City Schools website.

Important Graduation Information

1. Seniors are measured for caps and gowns in the fall of their senior year. Students who miss the ordering day need to contact Graduate Services directly at (513) 272-5890. Caps and gowns will be distributed in the spring during school. Please listen for announcements as to when they can pick them up. Any questions dealing with caps and gowns must be directed to Graduate Services.
2. Our graduates use custom made gowns that have been made exclusively for Lebanon High School. These gowns have the school emblem embroidered on them. **These gowns are rented and must be returned following the commencement ceremony.** Graduates will be able to keep their cap, tassel, and medallion.
3. Diplomas will not be issued during the ceremony. Diplomas will be distributed in the staging area after the ceremony. **All student fees must be paid in full in order to receive your diploma.** This is also where students will return their gowns.
4. Only honor cords, honor society sashes, and medallions may be worn on or around graduation attire. The gown may not be altered in any way; the cap can be altered for fitting purposes only.
5. Graduates may not bring purses, cell phones, or any other items to carry during the ceremony.
6. Please remind family members in the audience to turn off all cell phones during the ceremony.

Miscellaneous

1. Seniors are required to take second semester exams except:
 - Those who have taken an AP test will be exempt from that particular class exam (only if they have passed both quarters).
 - Those who have a “B” average over the third and fourth grading period in that particular course **AND** perfect attendance in the 4th quarter.
 - Those students who have earned exam exemptions through the perfect attendance incentive.
2. Seniors will be able to sign-up in the main office to ride a bus to graduation practice on May 17. If you ride the bus to practice, you must ride it back to LHS.
3. Reminder - Don't forget to check with the guidance department to make certain the school has updated scholarship and award information. This is a way to make certain you are included in the senior awards night program. Seniors should confirm this information with their counselor no later than the last day of April
4. **Any senior who disrupts - or contributes in any way to the disruption of - the normal operation during the final days of the school year, will be subject to disciplinary action including, but not limited to, being denied participation in commencement on May 18. Any graduate participating in or contributing to inappropriate behavior during the commencement ceremony will be removed from the ceremony by an administrator or WSU Nutter Center Security, with the possibility of legal action being pursued.**
5. Any graduate choosing **not to participate** in commencement should let their counselor know by the last day of April so the seating arrangements for commencement can be finalized. Diplomas for students not attending commencement may be picked up at the high school the following week after graduation.
6. If a family member with disabilities plans to attend graduation, designated seating for the entire family is available. People wishing to access this seating should enter the Nutter Center in the rear by the McLin Gym. For relatives that are unable to attend, the ceremony can be viewed live online via a link posted on Lebanon City Schools website.

Directions to Graduation

Wright State University – Nutter Center

Take State Route 48 North to

I-675 North to the Fairfield Commons Mall Exit (Wright State University)

Turn Left onto N. Fairfield Road.

This will lead you to the Wright State University's Nutter Center Parking Lot