January 15, 2019 THIS LETTER CAN ALSO BE FOUND ON THE SCHOOL WEBSITE.

Dear Parents & Guardians of Seniors,

The purpose of this letter is to inform you of the planned activities scheduled for the **Class of 2019** during the next few months and to answer the questions which are most often asked. The final months and weeks of the senior year can be a very pleasant and rewarding experience for graduates, their families and the school. We hope that these final months will be satisfying for you and your senior, culminating with Commencement on Thursday, May 23, 2019.

During this time, there are many activities which require students to behave in a reasonable and responsible manner. Therefore, we are using this occasion to communicate our standards clearly. We are confident that our seniors and their parents want to understand and appreciate those expectations concerning the end of the year activities.

The faculty and staff at Nordonia High School wish to take this early opportunity to thank you for your continued cooperation during these important days.

**SENIOR MEETINGS (IN SCHOOL)**

On Wednesday, January 23rd, seniors will report to their 2nd period class and then be called to go to the auditorium to attend a class meeting regarding the Job Shadowing Experience (details below) and miscellaneous senior class announcements.

On Friday, March 8th, seniors will report to their 2nd period class and then be called over the PA system to attend a class meeting in the large gym. At this time, we will discuss information regarding upcoming events including the Senior Slide Show, Senior Day, Prom and Graduation, and Venditti Studio will be here to take the Panoramic Senior Class Picture. Order forms will be distributed prior to the meeting and should be returned with payment on this day, March 8th, 2019.

**GRADUATION AUDITIONS**

Graduation Speech Auditions will be held during lunch on Monday, April 15th in Mrs. Spellman’s room 520. Graduation Music Auditions will be held on April 15th after school in the high school choir room.

**ACADEMIC AWARDS NIGHT**

The Senior Academic Awards Night will take place on Thursday, May 2, 2019 at 6:30 p.m. in the Auditorium. Nordonia Seniors will receive recognition for their academic achievement, as well as for scholastic awards and scholarships. A reception for students and parents will follow in the cafeteria.

**SUPERINTENDENT’S AWARD RECOGNITION DINNER – Tuesday, May 21, 2019**

Seniors in the top ten percent of the senior class relative to their grade point average after seven semesters of high school will be recognized for this outstanding accomplishment at the Annual Superintendent’s Award Recognition Dinner.

During the dinner, students are honored for their achievements and given a moment to recognize a Nordonia School District staff member who has had a positive influence on their success. The staff member may be from the student’s K-12 experience and from any job classification from the district such as a teacher, custodian, secretary, principal, etc. Students are required to give a short speech enlightening everyone on the staff person’s influence in the student’s life.

**SENIOR DAY**

Senior Day will be the last opportunity for the entire Class of 2019 to be together informally. All seniors will report to the High School Auditorium on Friday, May 3rd at 8:00 a.m. Following an attendance check, there will be a senior class meeting. It will include the announcement of Senior Superlatives, a viewing of the Senior Slide Show and the conducting of class business. Prom tickets will also be distributed at the close of the meeting so you must be there to pick them up. Donuts and drinks will also be served.

**We need your pictures ASAP to start compiling the senior slide show.** The slide show has four categories: baby, elementary, middle school and high school years. Please label pictures accordingly. They can be submitted to Mrs. Spellman as printed copies, electronically through email to cynthia.spellman@nordoniaschools.org, on a flash (jump) drive, or on a CD/DVD. All photos will be returned on Senior Day. Label all materials that you provide with your full name. **All pictures are due by Friday, March 8th.**

**PROM AND AFTER-PROM**

The 2019 Senior Prom will be held at Signature of Solon Country Club on Saturday, May 4, 2019 from 6:30 p.m. to 10:30 p.m. Students may invite a date or come without one. Dates do not need to be Nordonia students, but a social contract from the Attendance Office must be completed for non-Nordonia students. Prom is a dress-up activity. However, formal attire is not required. Venditti Studio will take pictures at the Prom beginning at 6:00 p.m. Dinner will be served at 7:00 p.m.

The cost of admission is **$55.00 per person.** Prom tickets can be purchased by cash or check (made payable to Nordonia High School) **Tuesday April 9th through Thursday, April 18th** during all lunch periods in the cafeteria or before or after school in Mrs. Spellman’s room 520.

The After Prom Event will be held at Nordonia High School. Doors open at 11 PM. Attendance at Prom is not necessary in order to attend After Prom. The cost for an **After Prom Ticket is $5.00** and tickets may be purchased at the same time as Prom tickets. No one will be admitted to the After Prom Event later than 12:30 a.m. and any student leaving will not be readmitted. If a student has purchased an After Prom ticket, but hasn’t checked-in to After Prom by 12:30 p.m., their parents will be called. The purpose of this event is to provide our seniors with a safe, chemical-free activity.

Parents who wish to contribute to the After-Prom party should make the check payable to Nordonia After-Prom Committee.

**SENIOR JOB SHADOW PROJECT**

In May, seniors have the opportunity to participate in the Senior Job Shadow Project, an out-of-school project that allows students to finish their school year a little earlier and get out in the community and gain first-hand experience of a job. Please visit the high school website for further information. You will find a list of eligibility requirements, as well as the requirements, dates and policies of the program. Please note the following important information:

* Students who participate will need to keep a journal of their experience, as well as give a brief presentation.
* Students are responsible for finding their own job placements.
* Interested students should apply for the program by March 8, 2019. The application for the program is a **two-step process**. Information on the application process is detailed on the HS website.
* April 26th will be the last day for seniors who WILL be taking part in the Job Shadow Project.

Any questions should be directed to Lori Day at 330-908-6072, Room 302, or Lori.Day@nordoniaschools.org

**SENIOR EXAMS AND LAST DAY FOR SENIORS**

Senior exams will be administered the week of May 13th. The time for each exam is to be at the discretion of the teacher. Seniors participating in the Senior Job Shadow Project must attend school on either Wednesday, May 15th or Thursday, May 16th for final presentations during one class period. The Presentation Schedule will be released to students before they begin their Job-Shadow Project.

Last day to attend school for seniors who will NOT be doing the Job Shadow Project, is May 14th.

**FAILURE TO TAKE, COMPLETE OR PASS EXAMS MAY RESULT IN LOWERED GRADES, COURSE FAILURES AND/OR FAILURE TO GRADUATE.**

Seniors who miss exams for any reason must obtain an exam make-up permit from the High School Principal. The rest of the school population will be on a regular schedule during Senior Exams.

**PASSING GRADES**

***Seniors must pass all required courses before they are eligible to graduate and participate in the Commencement ceremony.*** If your student has been earning low grades, or if you receive a possible senior failure letter, please take it seriously. If you need help, please call the teacher at 330-468-4601 or counselor at 330-468-4603. Keep in mind that Administration does not issue grades---teachers do. If a student does not pass a required course, Administration cannot help. If you are concerned, now is the time to stress the importance of studying.

**COMMUNITY SERVICE REQUIREMENT FOR GRADUATION**

Students must complete a minimum of **five (5) community service hours for each year enrolled at**

**Nordonia High School in order to fulfill requirements for graduation.**  Students should submit the minimum number of hours by the end of each school year. It is strongly recommended that senior students have their total amount (20 hours) of required community service hours for graduation submitted at the end of first semester of their senior year.

**COMMENCEMENT REHEARSAL**

As in the past, there will be **two mandatory graduation rehearsals**.

* On Wednesday, May 22nd seniors should plan to arrive at the High School at 8:45 a.m. and report directly to the Large Gym. This rehearsal should conclude at approximately 10:30 a.m.
	+ Caps and gowns will be distributed at the end of the rehearsal.
	+ **Graduation tickets will also be given to each senior at this time.**
* On Thursday, May 23rd all seniors should report to the Large Gym at 9:00 a.m. The class will leave by bus from the rear of the school at approximately 9:20 a.m. and arrive at E.J. Thomas Hall in Akron at approximately 10:00 a.m. The rehearsal in Akron should conclude by 11:30 a.m. and students should arrive back at the High School by 12:05 p.m.

Graduation rehearsals are important in order to insure a smooth flow of events at the actual ceremony. Therefore, **all seniors must attend** **both rehearsals.** Seniors are expected to arrange any work schedules or personal commitments in order to be in attendance at these two very important rehearsals.

Should an emergency situation arise, the High School Principal is the only person who can excuse a senior from a graduation rehearsal. **If a senior misses either rehearsal, he/she will not participate in the graduation ceremony.**

**CAPS AND GOWNS**

Caps and gowns will be distributed in the large gym at the conclusion of the May 22nd rehearsal. Students should check their cap and gown and any other awards and medals when they get home and immediately let Mrs. Spellman know if there are any issues. Because Commencement is a formal ceremony, proper attire is to be worn by all seniors.

* **GIRLS** - White cap and gown, white or light solid color dress, suit or skirt and blouse and shoes.
* **BOYS** - Green cap and gown, light color dress shirt (solid color), dark, long tie (no bow ties), dark dress slacks (no jeans of any type) and dress shoes (no athletic shoes.)

Students not dressed in proper attire will not be permitted to participate in the Commencement ceremony on May 23, 2019.

**COMMENCEMENT**

Commencement will take place at 7:30 p.m. on May 23, 2019 at E. J. Thomas Hall in Akron. Senior students should report to E.J. Thomas Hall at 6:30 p.m. Parents, teachers and members of the community have expressed a great deal of concern about the decorum of the Commencement ceremony. It is the desire of Nordonia High School that the Commencement is one of dignity and orderliness. This goal will require the cooperation of graduates, parents and spectators. One of the most disruptive aspects of Commencement has been when members of the audience clap and make noises when a familiar graduate’s name is read. When this happens, the parents and family of the next student have difficulty hearing that student’s name. Your cooperation in eliminating this problem will be appreciated. Opportunities will be made in the program for the audience to show its appreciation for the entire class. Please be considerate. In addition, the following provisions will be observed during this year’s Commencement as in the past:

**Everyone will be required to remain seated during Commencement. All unnecessary movement will be discouraged. Everyone entering E.J. Thomas Hall will be expected to dress in an appropriate manner. Anyone displaying improper behavior will be asked to leave.**

Please join us in making Nordonia’s Commencement an experience that will reflect each student’s achievement and each parent’s pride.

**Directions to the facility:** Take Route 8 South. Exit at Buchtel Avenue/Carroll Street. Turn right onto Buchtel Avenue. Follow Buchtel Avenue until you reach E.J. Thomas Hall and the various parking decks and lots located adjacent to the Hall.

**GRADUATION TICKETS**

There is no cost for tickets; however, E.J. Thomas Hall limits the number of tickets that we may distribute. Each senior **will receive 6 tickets** to the graduation ceremony. **PLEASE DO NOT TAKE TICKETS YOU DO NOT** **NEED.** **Tickets will be distributed at the May 22rd graduation rehearsal.**

**Please note: EJ Thomas Hall requires a ticket for all people entering the auditorium. This includes infants (or as they put it “babes in arms”).**

**PICTURES**

We ask that spectators take pictures from their seats ONLY. A professional photographer will take each graduate’s picture as he/she receives a diploma. Information regarding these pictures will be mailed directly from the photographer, Venditti Studio (440-232-7575). The instructions for purchasing graduation photos will be printed on the back of the graduation program.

**YEARBOOK DISTRIBUTION**

Graduating seniors can pick up their yearbooks at Fun n' Stuff from 3-5p.m. on August 3rd.  Complimentary food, beverage, and ride ticket will be provided for those who purchased a yearbook.

**ATTENDANCE**

Attendance is a critical concern for seniors as the end of the year approaches. No senior should assume that because he/she has passed all courses that absences will not be taken into consideration. Do encourage your senior to maintain good attendance through the conclusion of the school year. By doing so, you help to insure both their safety and graduation from Nordonia.

**FINES**

All students are expected to meet their responsibilities and obligations as members of our school. Seniors are reminded that all delinquent obligations are to be taken care of prior to graduation. Please contact the high school bookkeeper to inquire about any outstanding fees/fines.  **Official transcripts and diploma will be withheld until all fees/fines are paid in full.**

**CHROMEBOOKS**

NHS Chromebook return for all seniors will be anytime DURING THE SCHOOL DAY in the IMC on 5/13-16th. The last day for turn in before fees being added is 5/16. Please return the charger as well. The bag is optional and not required to be returned this year. The Chromebook must be in working condition at the time of return to avoid any charges or damage fees.

**LOSS OF COMMENCEMENT PRIVILEGES**

Please remember that any violation of the School’s Student Code of Conduct during the last six weeks of school involving damage to school property, contributing to or displaying disruptive behavior (such as pulling fire alarms, making bomb threats, setting off smoke/stink bombs, food fights, assault and battery, etc. or other similar behavior), at school or at a school sponsored event, will mean that any student involved has **forfeited his/her privilege of participation in the graduation ceremony**. Please understand that any student who disrupts the Commencement ceremony itself will be withdrawn from the ceremony immediately. In addition to the forfeiture to participate in the Commencement ceremony, consequences will be enforced in accordance with the Student Code of Conduct.

**SAFETY**

Please have a discussion with your senior about safety. With all of the activities connected with graduation, too little thought is given to good eating, sleeping or driving habits.

**CONCLUSION**

The Class of 2019 has been an outstanding group. We will continue to expect the members of this excellent class to exhibit the maturity of which they are capable. Please counsel your senior wisely and thoroughly so, that the year may end on a pleasant note. Throughout the four years that the Class of 2019 has been in high school, Nordonia has continued to stress the positive. It is our sincere hope that this letter will result in a positive end to the year.

Thank you for your continued cooperation. If you have further questions or concerns, please feel free to call us at 330-908-6016.

Sincerely,

Casey Wright, Principal Cynthia Spellman, Sr. Class Advisor Matt Spellman, Sr. Class Advisor

**Summary of 2019 Important Dates for Seniors**

Jan 23 Senior Meeting regarding Job Shadow Project and miscellaneous class announcements

March 8 Senior Meeting, Large Gym, 2nd period (Pictures for slide show due)

March 8 Senior Shadow Project Applications Due

April 15 Graduation speech and music auditions

April 26 Last day for seniors who WILL be doing job shadowing

May 2 Senior Academic Awards Night, 6:30 p.m.

May 3 Senior Day

May 4 Prom

May week of 13th Senior Exams

May 14 Last day for seniors who will NOT be doing job shadowing/ Locker clean out for seniors

May 15 & 16 Senior Shadow Project Presentations

May 21 Superintendent’s Award

May 22, Wed. Commencement Rehearsal, Large Gym 8:45-10:30

May 23, Thurs. Commencement Rehearsal, meet in Large Gym to go to EJ Thomas Hall 9-12:15

May 23 Graduation: Ceremony at 7:30, Graduates arrive at 6:30, Doors open at 6:00

August 3 Yearbook Pick-up: Fun n' Stuff from 3-5p.m.