

**Highland High School**  
4150 Ridge Road, Medina, Ohio 44256  
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**Peter W. Ulrich**  
*Principal*

**Ray Braunscheidel**      April 1, 2011  
*Assistant Principal*

**Craig Tasker**  
*Counselor*

Dear Seniors and Parents:

**Elaine Reichart**  
*Counselor*

Greetings to the class of 2011, and congratulations on your approaching commencement. Many years of hard work on your part and that of your parents, teachers, counselors and friends will soon culminate in the awarding of your high school diploma. Upon the successful completion of all requirements, it will be my honor and privilege to certify your eligibility. This letter addresses several very important aspects about graduation. It is vital you read and understand it.

**Claudia Johnson**  
*Counselor*

Your class commencement ceremony is a unique privilege that comes but once. Protecting this privilege requires preparation, practice, and cooperation on your part. This year, graduation will be held on Sunday, June 5, 2011 at 3:00 p.m. in E. J. Thomas Performing Arts Hall at The University of Akron. **Plan to be dressed and lining up in the lobby at 2:00 p.m.** As we will have practiced beforehand, the handshaking and receiving of the diploma is a matter of convention: shake with the right hand, take with the left hand. You'll receive only a cover on stage and then pick up the actual diploma upon exiting. Please remain in your alphabetical line-up during the recessional. Parents and guests will meet you upstairs in the Goodrich Lobby.

**James Addington**  
*Counselor*

You must attend graduation practice on Thursday, June 2<sup>nd</sup> in order to participate in commencement. Plan to arrive at the high school no earlier than 8:45 a.m. and report directly to the auditorium. Locate your name tag listed alphabetically on the seat back of designated rows, and be seated. I will start taking attendance promptly at 9:00 a.m. You should expect to remain for at least two complete run-through's before enjoying a senior class picnic. All admissions to E.J. Thomas require a ticket. Six graduation tickets per family will be distributed at practice. Parents may request in writing up to three additional tickets. We cannot accept email requests. No student may participate in commencement that has not completed all academic requirements by the close of school on Thursday, June 2<sup>nd</sup>. All fees, fines, or other outstanding obligations must be paid prior to the distribution of gowns and caps(\*). **CONTACT JOSTEN'S RIGHT AWAY IF YOU HAVE NOT YET ORDERED A CAP AND GOWN FOR GRADUATION! (330) 722-0131**

A word of caution to those attending graduation as guests: The Highland graduation ceremony is orderly, dignified, and relevant to the honor of the occasion. As such, a public display of courtesy and respect goes a long way in distinguishing the graduate as an adult member of society. Regrettably, unnecessary disruptions may delay, or bring the ceremony to an immediate end. The use of certain devices including, but not limited to, air horns will force a halt to an otherwise dignified occasion.

Lastly, seniors, the impact of your success means the world to your parents and to me. On behalf of every member of the Highland faculty/family, we truly wish you the best.

With kindest regard,

Peter Ulrich, Principal

Pg. 2 – **IMPORTANT NOTES ABOUT APPEARANCE AND CONDUCT AT GRADUATION**

The graduation ceremony is neither a right nor entitlement, but rather a privilege of having earned the high school diploma. Your voluntary participation implies consent to following long-standing rules for grooming, appearance, and conduct. Graduates must attend the June 2<sup>nd</sup> practice in order to take part in the commencement ceremony. Caps and gowns will not be distributed to students owing fees, detentions, parking violations, or other unresolved obligations.

Wear the cap and gown only as intended. No additions, decorations, accessories, logos, buttons, pins, flowers, or signage are allowed. Do not wear necklaces or other items that distract from the visual uniformity. Any student whose appearance or conduct is deemed unacceptable is assumed to have made a decision not to participate, and you will be removed from the line-up. I stress that your best behavior is paramount – and here’s why: Commencement is your last opportunity to practice thoughtful decision-making as a high school student. It is the last time ever that your entire class will be represented together as one body. Throughout the rest of your life, you will make many adult choices that bear and reflect significant adult responsibilities and consequences. Together, as a class, you have thus far traveled along a path marked intermittently with tribulation. It is, therefore, a credit to your accumulated wisdom and appreciation for life that you should honor this occasion fittingly through a display of respect and decorum, knowing that great jubilation rests immediately beyond.

Females:	Males:
1. White or light pastel dress	1. White or light colored shirt and tie
2. White dress shoes (no flip-flops)	2. Dark colored dress slacks
3. White “bobby” pins to secure cap	3. Dark colored dress shoes
4. IRON YOUR GOWN	4. IRON YOUR GOWN

**PLEASE DO NOT CHEW GUM!**

**IMPORTANT DATES:**

May 21 – Senior Prom / Post-Prom @ The Galaxy

May 24 – Medina County Career Center Awards - Medina HS

May 25 – Highland Senior Awards Night – HS auditorium

June 2 – Graduation practice, 9:00 a.m. **REQUIRED** to “walk” at graduation

June 5 – Commencement @ E.J. Thomas, 3:00 p.m., arrive at 2:00 p.m.

*(\* from Pg. 1, “Caps\* and gowns”... KEEP YOUR CAP as you exit E. J. Thomas Hall. You must have a cap in your possession to collect your official diploma. You paid for the cap and it is yours to keep - not to throw, and potentially injure someone.*

Non-attending graduates may pick up their diploma in person from the high school office after 9:00 a.m. on Tuesday, June 7<sup>th</sup>. All fines, fees, or other obligations must be resolved prior to issuance of the diploma. School lockers that have not been cleared constitute a hold, and may delay the issuance of the diploma.

**Updates, changes, or additional information may be found at**  
***[www.highlandschools.org](http://www.highlandschools.org)***