

## IMPORTANT SENIOR CLASS NEWS

*Dear Senior Families,*

*Senior year is a busy one filled with a lot of events (and information to process) for both parents and students. This will help make the list of “senior things” a little more manageable for everyone! Keep an eye on the Redwood homepage for more updates.*

Date	Time	Event
5/13/2019	6:00 PM	Benchwarmer’s Senior Athletics Banquet @ Embassy Suites
5/17/2019	3:10 P.M.	Senior Class Flag Submission
5/17/2019	3:10 P.M.	Submit Awards, Honors or Scholarships for Graduation Program
5/20/2019	6:00 P.M.	Sequoian’s Academic Honor Society Banquet
6/7/2019	11:17-3:00	Senior Frolic
6/13/2019	8:30 A.M.	Senior Breakfast
6/13/2019	9:15 A.M.	Graduation Rehearsal
6/13/2019	3:15 P.M.	Seniors report to Gym in cap & gown
6/13/2019	4:00 P.M.	Graduation Ceremony
6/13/2019	9:30 P.M. – 3:30 A.M.	PTSA Safe & Sober Grad Night @ Mt. Tam Racquet Club

### **2019 Graduation Ceremony**

The graduation ceremony will take place on **Thursday, June 13<sup>th</sup> at 4:00 pm in the Kreitzberg Amphitheatre** on the Redwood campus. Students will need to report to the Phil Roark Gymnasium at 3:15 pm to line up for the ceremony that will start at 4:00. The ceremony lasts approximately 1½ hours and getting out of the parking lot will take some time so please plan accordingly. There are no tickets necessary and there is plenty of seating for all who attend. Seating is on a first-come, first-served basis. Seats may not be reserved or saved, except for special guests of the district. Umbrellas for shade must be closed during the ceremony. **NO DOGS ALLOWED** except service dogs.

### **Appropriate Dress for Graduation**

Any senior participating in the ceremony must wear a cap and gown. Jeans, shorts, tennis shoes, t-shirts, or flip-flop sandals are inappropriate and unacceptable for a dignified program. All students are to be dressed in appropriate, comfortable, but nice clothing. Girls should wear flat or low heeled shoes or sandals since they will be walking through a steep, soft, grassy area.

### **Graduation Caps and Gowns**

All caps and gowns are ordered and paid for by the school. Students that did not complete a form should fill in their information on the [2019 Redwood Graduation Information](#) google form (please do not duplicate information). Extra caps and gowns will be ordered. Caps, gowns, and tassels will be distributed on Wednesday, June 12 after the last final exam. **Clearance forms must have all the required signatures and all bills paid before gowns will be issued.** All graduates must wear the proper cap and gown in order to participate in the commencement. Place your cap forward on you head with the point almost between your eyebrows. Wear your tassel over your right eye. You will be instructed to move the tassel to the left as a class after all

the diplomas have been awarded. If you choose to decorate your cap and gown note these guidelines:

- The silhouette of the cap and gown must not be altered.
- Only messages that are appropriate and tasteful may appear on your gown. Only the back of the gown or top of the cap may be used for this purpose.
- **Students whose gowns do not meet these guidelines will be issued new gowns before the ceremony.**

### **Senior Clearance**

Any student not meeting graduation requirements, not cleared for participation in the ceremony, or owing fees will not be issued a cap and gown. Senior clearance forms will be available in the counseling office beginning Wednesday, June 5th at lunch. Signatures from teachers, your counselor, the library, records secretary and budget secretary indicate that you have passed classes, returned books, and paid any outstanding fees. Your counselor certifies you have met all graduation requirements. Signatures on the form must be completed by Wednesday, June 12<sup>th</sup>. Students may submit their Senior clearance forms in room 114 beginning after school on June 12<sup>th</sup> (no sooner.)

### **Graduation Products**

If you are interested in ordering graduation announcements, class rings or other graduation swag please click this link. EZ online ordering. [Academic Affairs - Graduation Products](#) **Order announcements A.S.A.P.** If you have any questions Please contact Academic Affairs at (707) 344-4339.

### **Lei Sales**

Graduation Leis are NOW available ONLINE [RHS Online Store](#).  
Orders are open through Thursday, May 23rd.  
Reserve a lei for yourself, a friend, and/or family members.  
Graduation is quickly approaching, so order soon.

### **Awards, Honors or Scholarships**

If you are a senior and have earned any awards, honors or scholarships that you would like included in the graduation program, please email them to Jean Leutwyler at [jleutwyler@tamdistrict.org](mailto:jleutwyler@tamdistrict.org) by Friday, May 17, 2019.

### **Diplomas**

Empty diploma jackets will be handed out during the ceremony. Actual diplomas may be picked up in the CEA immediately following the graduation ceremony.

### **Graduation Rehearsal**

There will be only ONE graduation practice on **Thursday, June 13 at 9:15 a.m. in the amphitheater**. Seniors must be prompt and attend the entire practice in order to participate in the ceremony. If the practice goes well, seniors will be dismissed around 11:00 a.m. Students will need to return at 3:15 p.m. and report to the Phil Roark Gymnasium to line up for the ceremony.

### **Graduation Dress**

Any senior participating in the ceremony must wear a cap and gown. Jeans, shorts, tennis shoes, t-shirts, or flip-flop sandals are inappropriate and unacceptable for a dignified program. All students are to be dressed in appropriate, comfortable, but nice clothing. Girls should wear

flat or low heeled shoes or sandals since they will be walking through a steep, soft, grassy area.

### **Graduation Parking**

There are no tickets or limits on the number of guests that may attend graduation, so a large crowd is anticipated. Parking and traffic congestion are a problem, so we suggest arriving early. Central Marin Police and volunteers will be directing traffic. Marked disabled parking is located both in the east and west parking lots.

### **First Aid**

During graduation a first aid station will be located near the main building.

### **Senior Breakfast**

The Senior Breakfast will be held graduation morning at 8:30 a.m., prior to graduation practice. There will be a fully catered breakfast served buffet style in the CEA.

### **Senior Frolic**

Senior Frolic happens on Friday, June 7th. It's a Wednesday block schedule. Seniors (only) take their 4<sup>th</sup> and 5<sup>th</sup> period finals (as they will be at graduation practice the following Thursday when everyone else takes theirs). Starting at 11:17, seniors in good standing head over to Piper Park for a fun afternoon of BBQ, desserts, inflatables, yearbook signing, and just hanging out with their friends. Because they are being excused from 6<sup>th</sup> and 7<sup>th</sup> period, they are expected to attend.

### **Transcripts**

How to order your final transcripts:

Non-Common App Schools: Submit your 'Transcript Request' form indicating the name of the college you will be attending. Include a stamped addressed envelope.

Common App Schools: Submit your 'Transcript Request' form indicating the name of the college you will be attending. (We will electronically upload your transcript)

Please come to Room 103 to place your order between May 29 and June 12, 2019.

For any senior currently taking a course outside Redwood, please make sure to have an official transcript mailed in by May 15<sup>th</sup> as indicated on your signed contract to:

Redwood High School

Attention: Diana Fernandez, Records Secretary

395 Doherty Dr.

Larkspur, CA. 94939

### **Senior in Good Standing Information**

Remember all seniors are expected to maintain appropriate behavior and pass all classes through the end of the semester in order to earn their diploma and participate in the graduation ceremony and senior frolic. Participation in the graduation ceremony and frolic is voluntary and considered a privilege. In order to maintain your *Senior in Good Standing* status you must:

- Earn passing grades in all courses. Grades of "F" or Incomplete in any course may prevent students from participating in the graduation ceremony;
- Students with five (5) or more unexcused absences in a single class for the spring semester, including SMART may be restricted from the graduation ceremony.
- Behave appropriately. Any senior suspended spring semester may be restricted from the graduation ceremony.
- Pay ALL outstanding bills (for textbooks, library books, athletic uniforms, etc.).

A student wishing to appeal a decision to deny participation in the graduation ceremony may do so by written letter to their Assistant Principal. The appeal committee will determine whether or

not extenuating circumstances exist and make a recommendation to the Principal. The Principal's decision shall be considered final. **All appeal requests must be submitted, in writing, to the Assistant Principal's office by May 22<sup>nd</sup>.** Please contact your Assistant Principal if you have questions. Any student in violation of Student in Good Standing policy will not be able to attend Folic and must attend school.

### **Senior Athletic Banquet**

The Senior Awards Banquet will be honoring all Senior Varsity Athletes on Monday, May 13<sup>th</sup> from 6 - 9pm at the Embassy Suites at 101 McInnis Parkway, San Rafael. Please RSVP by Friday May 3<sup>rd</sup>. Email [RHSvarsitybanquet@gmail.com](mailto:RHSvarsitybanquet@gmail.com) and include the athletes name and number of parents attending. Athletes are free and each parent is \$50. Send checks payable to : Redwood High School Benchwarmers at 395 Doherty Dr, Larkspur, CA 94939 (include the athlete's name on the check) OR you can visit our PayPal site at [https://paypal.me/RedwoodBenchwarmers?locale.x=en\\_US](https://paypal.me/RedwoodBenchwarmers?locale.x=en_US)

### **PTSA Safe & Sober Grad Night**

Thursday June 13, 2019 - from 9:30 pm to 3:30 am at Mt Tam Racquet Club. Since 1998 there has been a Grad Night party for the Redwood High school graduates organized by a PTSA committee. The party is a perfect way to celebrate their graduation together. The aim is to give the seniors a safe place to be together, participate in fun activities in a sober environment and stay off the roads the night of their graduation. On June 13, 2019 the Mt Tam Racquet Club will host the party beginning at 9:30pm and goes until the big finale performance with dismissal immediately following at 3:30. More information @ [Grad Night Information](#)

### **Safe & Sober Grad Night Memory Collage Information**

You may have heard from previous parent generations about our tradition of photo memory collages. We ask that a family member make a photo collage with copies of favorite photos of your senior. The photos can be black and white or color, and should be arranged on an 8 1/2" X 11" format bond or photo paper, with your child's name on the reverse. We will then mount it and add their name to the front. The deadline to submit a collage is May 31<sup>st</sup>. For detailed information, please download the guide here: [Download File](#)