

# South Fayette High School

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March 1, 2023

## Dear Parents/Guardians of the Class of 2023:

We are approaching the final portion of our seniors' year, a time that will be one of the happiest and most memorable of their life. The next few weeks will be full of academic and extracurricular activities as they demonstrate academic achievement, receive accolades for their accomplishments, and participate in several activities with their classmates as they bid farewell to South Fayette.

Commencement marks a very important milestone in your senior's educational journey. We tell the seniors that although we are celebrating their success at this special time, we are also celebrating the success of their families and loved ones who are so very proud of them and gather at this time to wish them well. The commencement ceremony will be held at South Fayette Stadium, and we are certain that our ceremony will be a happy and momentous event – one that will bring back wonderful memories for many years to come.

This letter outlines the seniors' year-end activity schedule with important dates and information for you and your family. It also outlines the expectations we have set for seniors and emphasizes the necessity to meet all final obligations prior to receiving their diploma. Seniors must remember that school is not over until all requirements are met and they receive their diploma on Thursday, June 8, 2023.

## **IMPORTANT DATES AND EVENTS:**

### **April 2023:**

- **Wednesday, April 12** - National Honor Society Ceremony, High School Theatre, 7:00 p.m.
- **Monday, April 17** - Senior Exit Interviews (In-Person)
- **Monday, April 24** - "Best of Our Best" Awards Night, High School Theatre, 7:00 p.m. (By invitation only)
- **Thursday, April 27** - Spring Chorus Concert, High School Theatre, 7:00 p.m.

### **May 2023:**

- **Monday, May 1-Friday, May 12** - Advanced Placement Exams
- **Tuesday, May 2** - Spring Band and Orchestra Concert, High School Theatre, 7:00 p.m.
- **Wednesday, May 3 - Cap/Gown/Tassel Distribution** - Seniors will pick up their caps and gowns during lunches along with an informational memo outlining graduation details and rehearsal information. Pickup for cyber students will start Thursday, May 4th in the Main Office. *\*For seniors who did not order their cap and gown through Jostens, the school ordered one for them and payment will need to be made to "Jostens" upon receipt. Checks only. No cash. Please submit payment to the High School Main Office.*

In partnership with the community, the mission of the South Fayette Township School District, a leader in innovation, is to elevate academic, artistic, and athletic excellence of the whole learner by inspiring the strength to be dynamic, ethical, and empathetic citizens who flourish in a global society.

**IMPORTANT DATES AND EVENTS (cont.):**

- **Friday, May 12** - Prom - Hilton Garden Inn, Southpointe, 5:30 to 10:30 p.m.
- **Monday, May 22** - Starting the week of May 22nd, any senior with an Independent Study class will meet with Mr. Butts to present their final work for that class.
- **Thursday, May 25** - Kennywood Picnic Day - No School
- **Friday, May 26** - Memorial Day Break - No School
- **Monday, May 29** - Memorial Day – No School

**June 2023:**

- **Starting Thursday, June 1** - Return of school-issued laptop, case and charger must be returned to the Technology Office. \*Diplomas will not be issued if all equipment is not returned.
- **Friday, June 2** - Seniors' Last Day and Senior Waffle Breakfast, 8:00 a.m., High School Commons (students only) and Keynote Speaker Mr. Arthur Moats, former NFL Football Player, previous member of the Pittsburgh Steelers, and South Fayette Resident.
- **Monday, June 5** - Senior Class Picnic at Scott Township Park (during the school day) (Note - Seniors will report to the high school in the morning and will be transported by bus to the park.)
- **Monday, June 5** - Baccalaureate Ceremony, High School Theatre, 7:00 p.m.
- **Tuesday, June 6** - All outstanding work and all other final obligations must be met by 7:20 a.m. (e.g. lunch account, lost textbook money, library fines, money due to clubs, etc.). Seniors who have no make-up work should report to the High School Gymnasium promptly by 7:20 a.m. for rehearsal. Students should bring water, sunscreen, a snack, and an umbrella. Obligations will not be accepted during the mandatory rehearsals or at the Commencement ceremony. *\*Diplomas will not be issued if these obligations are not met.*
- **Tuesday, June 6** - Mandatory Commencement Rehearsal and Senior Walk - Seniors to meet at 7:20 a.m. in the High School Gymnasium, then will proceed to the Stadium to rehearse. If inclement weather, rehearsal will be moved to the High School Theatre. Seniors are asked to bring their cap and gown to rehearsal to wear for the "Senior Walk". Beginning at 9:45 a.m., the Senior Class will process through the Middle School, then followed by the Elementary and Intermediate Schools and will return to the Stadium. Rehearsal should end by approximately 1:00 p.m. All seniors must be present at rehearsals to participate in graduation. Students who are not present will not be permitted to participate in the ceremony.
- **Tuesday, June 6** - Senior Parade, 6:00 to 8:00 p.m. on the South Fayette Campus (more details will be forthcoming)
- **Wednesday, June 7** - Additional Mandatory Commencement Rehearsal. Seniors should report to the Gymnasium promptly by 7:20 a.m. Students should bring water, sunscreen, a snack, and an umbrella. All seniors must be present at rehearsals to participate in graduation. Students who are not present will not be permitted to participate in the ceremony.
- **Wednesday, June 7** - Senior Sunset Event, 6:00 to 8:00 p.m. at the Stadium Parking Lot (more details will be forthcoming)
- **Thursday, June 8** - 95th Commencement Graduation Ceremony, 7:00 p.m., High School Stadium. *\*All seniors must report promptly to the Stadium, the area under the bleachers, no later than 6:10 p.m.* Teachers will greet the seniors at the entrances under the bleachers, take attendance, and assist with grouping and lineup. Seniors will need to leave all belongings with their parent/guardian(s) (purses, phones, makeup, cameras, etc.). Please bring the minimal necessities! Seniors will be given only a few minutes to get ready and then the procession lineup will quickly begin under the bleachers with the High School administration, faculty, and staff.
- **Friday, June 9 or Saturday, June 10** - Possible Alternative Commencement Dates, Time TBD (Please see Inclement Weather Contingency Plan.)

**ADDITIONAL INFORMATION:**

1. **Seating Information** - The graduation ceremony will be held at the South Fayette Stadium. Tickets are not required for admission. All visitors will sit in the bleachers. **No reserved seating.** The handicapped areas are located at the top of the bleachers.
2. **Ceremony Pictures and Video** - The ceremony will also be “streamed” live online. That information will be provided closer to Commencement. The school photographer will take a picture as the student receives their diploma. Ordering information will be provided to the seniors and families. The ceremony will also be videotaped and a link of the ceremony will be uploaded and shared on the SF Media YouTube Channel.
3. **Diplomas** - Diplomas will be issued to those students who have completed all requirements. After the ceremony, the diplomas will be available for the graduates to pick up in the small Stadium Concession Stand in the breezeway area. If you are unable to pick up your diploma after the ceremony, they will be available in the High School Main Office during office hours starting Monday, June 12.
4. **Participation** - All students participating in graduation **must be present at all rehearsals.** *\*Students who are disruptive in any way at graduation rehearsal will relinquish their right to participate in the graduation ceremony. Parents will be promptly notified if this should occur. Students who are disruptive in any way during the ceremony will be removed. \*Any student who attends Commencement while under the influence of alcohol and/or illegal drugs will be turned over to their parents/guardians and will not be permitted to participate in Commencement.*
5. **Cap, Gown, Tassel and Honor Cords** – In keeping with tradition, our seniors will have the option to wear white or green caps and gowns for the ceremony. It is suggested that under the white gowns, seniors should wear white or light-colored clothing. Flip-flops of any kind are not permitted to be worn. This is a special ceremony and seniors should dress appropriately, e.g., dress slacks, shirt and tie, dress/skirt, dress shoes, etc. Students will not be permitted to participate in the graduation ceremony if they are wearing shorts, jeans, t-shirts, tennis shoes or any other inappropriate attire. The graduation cap should be worn flat on your head, not tilted to the back. The point should be directly in front with the tassel placed on the right side of the cap and turn it to the left after you receive your diploma. Please direct any questions or concerns regarding cap/gown and wardrobe questions to the high school administration.

Students earning honor cords through the National Honor Society (NHS), including NHS Officer stoles, National Business Honor Society, National Speech and Debate Association Honor Society, German National Honor Society, and honor cords through Parkway West CTC’s National Technical Honor Society are permitted to wear their cords with their graduation attire. No other cords are permitted. Students are permitted to wear their Pennsylvania Music Educators Association (PMEA) Honor Pins as well.

*\*No student may alter the traditional cap and gown in any way or add any markings, insignias, or additional items of any kind.*

6. **Obligations** - All financial obligations must be met. An obligation report will be provided to the seniors. Students will not be issued a diploma until all accounts are cleared. This includes the payment of all library fines, the return of all textbooks, the payment of any outstanding fundraising monies for activities, the resolution of any outstanding balances with the food service department, return of their laptop, etc. Once all obligations are met, you may pick up your diploma after the ceremony or from the High School Main Office.
7. **Ineligibility** - Students who are failing **more** than two classes will not be eligible to participate in the graduation ceremony. Students failing **two or less classes** may participate but will not be issued a diploma. To receive a diploma from South Fayette, credits must be completed by Friday, August 11, 2023.

**INCLEMENT WEATHER CONTINGENCY PLAN:**

If inclement weather is forecasted, High School Administration will communicate with families, students, and personnel assisting with the ceremony by 5:30 p.m. if we need to delay or reschedule our Commencement ceremony. Please see options below:

- **Option 1:** If inclement weather is predicted during the time of Commencement, consider delaying by 30-minute increments. Students will be held in the Locker Room areas under the bleachers. Parents should report to their vehicles. South Fayette personnel will quickly post informational updates on the website. Dr. Hartzell will communicate with Seniors. If inclement weather doesn't resolve by 8:30 p.m., communication about rescheduling Commencement will be shared and Option 2 will be followed. South Fayette personnel will quickly post informational updates on the website. Dr. Hartzell will communicate with Seniors.
- **Option 2:** If inclement weather is predicted for the vast majority of the evening of June 8, 2023, Commencement will be rescheduled for Friday, June 9, 2023 at 7:00 p.m. at the SF Stadium. South Fayette personnel will quickly post informational updates on the website. Dr. Hartzell will communicate with Seniors. If we are further impacted by inclement weather on Friday, June 9, 2023, Commencement will again be delayed in half-hour increments (Students will be held in the Locker Room areas under the bleachers. Parents should report to their vehicles.). If inclement weather persists until 8:30 p.m., communication will be relayed that Commencement will be rescheduled for Saturday, June 10, 2023 at 9:00 a.m. at the SF Stadium. South Fayette personnel will quickly post informational updates on the website. Dr. Hartzell will communicate with Seniors.
- **Option 3:** Commencement will be rescheduled for Saturday, June 10, 2023 at 9:00 a.m.

We are sure that you and your senior are looking forward to this special time. It is the culmination and recognition of achievement of many years of hard work. We hope these next few weeks will be very memorable for you and your family. We look forward to sharing many of our planned senior activities and events!

Sincerely,



Dr. Laura M. Hartzell  
High School Principal



Mr. Robert L. Butts  
High School Assistant Principal

pc: Dr. Michelle Miller  
Dr. Kristin Deichler  
High School Faculty and Staff