

TO: YCHS Graduate Parents and Guardians
 FROM: Jennifer Cates, Assistant Principal
 DATE: 11/28/2011
 SUBJECT: Senior Year

It is that time of year when many events have been specifically scheduled for our seniors. Although this is an exciting time, the number of events and details encompassing them can be overwhelming.

The following information is provided to assist parents of graduates in planning for these events, dates and times are approximate. Please stay updated by visiting our school website: <http://www.ycusd.k12.ca.us/YCHS/>

Month	Dates	Information
December		Yearbook "Senior send offs" due by January 13th pick up submission packets at the YCHS attendance office. Contact Athena Garner at agarner@ycusd.k12.ca.us
		Yearbook orders before December 16th - \$75.00 purchase on-line at www.ycusd.k12.ca.us
	7	Financial Aide Night @ RVHS
	9	CAP AND GOWN ORDERS DUE - Robby Halford from Herff Jones on campus today during lunch www.hjconnection.com/hjofnorcal
	16	CAP AND GOWN ORDERS - On-line deadline www.hjconnection.com/hjofnorcal
January		Yearbook prices go up to \$80.00 purchase on line at www.ycusd.k12.ca.us
	25	Cash for college @ YCHS 6pm
February		Senior sales (Senior trip, brunch, shirt) starts every Friday this month
	1	Seniors pick up your senior contracts from the Principal's office. Senior contracts are to be signed by parent/guardian.
	7 & 8	CAHSEE Test - 12 th graders that have not passed or taken test
	29	All students participating in the 2012 ceremony must turn in their completed senior contract to the Principal's Office by today!! Senior contracts must be signed by parent/guardian.
March		Senior sales (Senior trip, brunch, shirt) continues every Friday this month
		MARCH MADNESS in the Quad! Grad night tickets on sale - dates to follow
April		Senior sales (Senior trip, brunch, shirt) continues every Friday this month - Sales end this month!!
	17	Stepping into the Future - Senior breakfast and presentations. More information to come later.
	18	Senior Breakfast - Graduation announcements will be handed out during the Senior Graduation meeting in the MP Room.
		Senior Sales - LAST DAY TO PURCHASE
May		Yearbook prices go up to \$85.00 purchase on line at www.ycusd.k12.ca.us
		Counselors visit Econ and Govt. classes discussing and handing out "final transcript request" form to be completed by student. This ensures that the school student is attending in the fall receives a final transcript. Questions? Kris Graben, Records Specialist at 674-4900 ex. 4921
	5	PROM
	8 & 9	CAHSEE Test - 12 th graders that have not passed or taken test
	23 - 24	Senior Finals
	18	MORP
	26	Senior Brunch @ Plaza Room, Hillcrest Plaza (behind Ruthy's)- 10:00 a.m.

	25	Senior Trip – Six Flags Discovery Kingdom, Vallejo – 8:00 a.m. to 8:00 p.m.
	29	Graduation Rehearsal – 9:00 am to 12:30 pm - Attendance is mandatory. All graduates must be on time.
	29	Senior Awards Night – 6:00 in MP room
	30	Graduation Rehearsal – 9:00 am to 12:30 pm - Attendance is mandatory. All graduates must be on time.
	31	Graduation Ceremony – Honker Stadium 8:00 p.m. – students report to the baseball practice field (behind stadium) by 7:00 p.m.
June		Records office sends out final transcripts to schools using “final transcripts request” form received by student. Questions contact Kris Graben, Records Specialist at 674-4900 ex. 4921
	1	Diplomas available for pick up in Principal’s Office after 1 pm.
	1	Cap and gown donations accepted for next year.
	7	Report cards mailed

Any questions or concerns about the graduation ceremony can be directed to the Assistant Principal’s office at 674-4913.

Disabled Services: Due to the large number of people requiring special seating arrangements, reserved seating is being made available to all individuals who have limited mobility and/or need the use of a wheelchair. Please have your graduate give Ms. Cates, Assistant Principal, a note with limitations indicated and the disabled guests’ name. Up to two guests can sit with the disabled person as company. All special seating will be identified with the graduate’s name.

Dress Code for Graduation Ceremony: Graduates are to dress business casual/semi-formal under their gown. Appropriate shoes must be worn; no flip-flops allowed. Graduates will only be allowed to wear school approved cords and medals. **No other adornments are to be worn, including leis.** Please leave keys, cameras, sunglasses, flowers, etc. in your vehicle or with a family member. Caps and gowns may be donated for future use by students in need and can be brought in to the Principal’s office when picking up diplomas.

Pictures during the Ceremony: By orders of the Fire Marshall and the Yuba City Police Department, we must keep the bottom main aisle, as well as other aisles clear in the stadium. ***This means that no one will be allowed to stand in aisles during the ceremony or come down to the front to take pictures.*** Formal pictures will be taken by Lifetouch at the time your graduate is receiving his/her diploma. To order pictures from life touch visit their website at lifetouchevents.com the password is yubacityhonkers. Information packets will be distributed at the same time of the cap and gown distribution.

In Case of inclement weather: All efforts will be made to continue graduation ceremonies as scheduled. Parents and graduates will be updated immediately if there is a change of plans. Please note that only a situation considered dangerous to those attending and participating in the ceremony would cause the cancellation or movement of graduation.

Items not allowed at ceremony: Please be advised that **balloons and signs are NOT allowed** into the stadium. These items block the view of spectators and will be confiscated at the gate.

School Sponsored: Each of the events listed above is sponsored by the school with one exception - Grad Night, which is sponsored by the Grad Night Committee. For more information, or to **volunteer** at this event, please contact Lorrie Landes at 530-673-4066 or email her at l_landes@comcast.net.

Graduation Contracts: The Senior Contract will be given out to students starting February 1st and returned to the Principal’s office by February 29th. The graduation ceremony is designed to honor all of the graduating members of the senior class, as well as give special recognition to those seniors who have attained outstanding levels of achievement. It is a formal occasion and appropriate conduct at such an event will be expected. Accordingly, a contract has been provided for all graduates, which they and their parents are asked to sign in order to participate in the ceremony. **Please note that positive attendance and a lack of discipline is expected in order for a student to participate in ceremonies.** Please ask your graduate if he/she has received and returned his/her contract. Should a graduate or their parent(s) choose not to participate in the ceremony under the conditions identified in the contract, or not be afforded the opportunity by administration, a diploma will still be awarded. In such an instance, the diploma would be available for pickup in the Principal’s Office beginning on Friday, June 1st after 1:00 pm.

Diploma pick up: Actual diplomas and certificates may be picked up at the Principal’s Office, from Keri Spencer, beginning on Friday, June 1st after 1 pm.

GRADUATION CEREMONY PARTICIPATION REQUIREMENTS 2011/2012

Following are the rules regarding participation in graduation ceremonies:

- Students must have completed all credit, course, and testing requirements prior to the graduation ceremony.
- Students must have passed at least 25 credits the semester of graduation (5 classes minimum).
- Students must attend all graduation rehearsals and must behave in an appropriate manner during these rehearsals and immediately prior and during graduation ceremonies. **Practices are scheduled for Tuesday, May 29 and Wednesday, May 30 from 9 am-12:30pm.**
- A student must have demonstrated positive behavior and adherence to school rules throughout the year, including the senior trip and senior activities.
- A student must have demonstrated satisfactory attendance during the senior year with unverified absences cleared with Attendance Office.
- A student must not be under suspension at the time of graduation rehearsals and/or the ceremony.
- A student may not owe any Saturday Schools, campus beautifications, fines, or have missing books. Student must be "cleared" by all departments. A student may "work off" fines by arranging with Ms. Cates to work for the equivalent of \$8.00 per hour with school custodial staff.

The decision for a student NOT to participate in ceremonies is final. However, a student wishing to file an appeal based on extenuating circumstances may do so. The appeal process is as follows:

1. The deadline to submit a written request for an appeal with detailed information as to the basis for the appeal is due to **Mrs. Cates by May 25 no later than 4 pm.**
2. The Parent/guardian and/or student must submit a **written request to appeal** to Assistant Principal Jennifer Cates. The appeal must state the student's name, the date, the specific reason for the appeal, the issues surrounding the request, and which of the district graduation requirements have not been met.
3. The student or the parent can hand deliver the written request of appeal or fax over your written request for an appeal to 822-7589 in the Counseling Department. **Please know that it is the responsibility of the parent and/or student to verify that the fax or hand delivered letter has been received by the deadline.**
4. Appointments will be made with the YCHS Appeals Committee by the Administrative Assistant in the counseling office. Appointments with the YCHS Appeals Committee will be scheduled for **Tuesday, May 29th between 8:00 a.m. and 12:00 p.m.** The parent and/or guardian and student **must be present** for the appeal.
5. The YCHS Appeals Committee decision will be made immediately after the appeal meeting. The parent and/or guardian can wait in the Counseling Office for the Appeal Committee's decision. **The decision of the committee is final.**
6. Students who have had their appeal denied from the YCHS Appeals Committee may find cause to appeal to the Yuba City Unified District Office. District level appeals will be held the afternoon of Tuesday, May 29th after 1 pm. An appointment time will be made for you.

Class of 2012 Grad Night

Hello Parents/ Guardians:

I know you may think it is a little early in the year to be thinking about your student's Grad Night, but it will be here before you know it. This safe and fun filled event is planned all year and we need your support. Please feel free to attend our Senior Grad Night meetings. **YOU DO NOT HAVE TO BE A SENIOR PARENT TO ATTEND.** We really encourage parents get involved their student's Freshman year. The meeting dates and times are in the newsletter or posted on the website for YCHS. We need "Area Chairs" for the various events your help is really needed. **So far this year we have had no senior parents at our meetings so please attend. We really need your help to ensure a successful Grad night for the class of 2012.**

We all understand the economy is in a bad place but we really need your support and financial help. If you know of a merchant who can donate please call us or if you can donate towards Grad Night "2012" it would be much appreciated.

Please contact Lorrie Landes at 673-4066 or Bruceann Harrold at 671-2556



Class of 2012 Ducks on A Stroll

Class of 2012 "DUCKS ON A STROLL" is almost done with the grand prize drawing on December 2nd 2011 at the Plumas Street Stroll. This fundraiser was almost \$6,000 short of our goal so we will have to look to add a few more fundraisers to be able to fund the 2012 Grad Night. The student top sellers were 1st place Julian Gemmeli winning \$100.00- Nathan Buckland 2nd place winning \$50.00 and Taylor Hundridge 3rd place winning \$25.00. These students also earned their bid into Grad Night GOOD WORK!

If you have any questions please call Lorrie Landes at 673-4066 or email at l_landes@comcast.net

Class of 2014/ 2015 Reps Wanted WE REALLY NEED YOU!

Parents/Guardians of the freshman/ sophomore classes of 2014/2015 YOUR CLASS NEEDS A REPRESENTATIVE FOR YOUR FUNDRAISING IDEAS AND EFFORTS!!!!!!!!!!!!!!

Please contact Lorrie Landes at 673-4066 or email at l_landes@comcast.net for more information. Without your support this class will not earn any funds to build their Grad Night.

Attention Parents/ Guardians of the class of 2013** and future junior classes***

We have received word from Recology that our long collaboration for the junior class fundraiser has come to an end. Recology has been a big supporter of all 8 local high school grad nights with their annual golf tournament with each school earning upwards of \$5000 each year. Recology has gone in another direction and will support Shady creek Outdoor Center. This leaves our junior classes without a fundraiser. If you have any ideas please feel free to contact me or attend one of our Grad Night meetings



Grad Night Board Meetings for 2010-2011

All Meetings are at the District Office
750 N. Palora Ave. Yuba City at 6 p.m.

Grad Night Planning Meetings for 2011-2012

All Meetings are at the District Office (750 N Palora Ave. Yuba City) at 6 pm.
We try to keep all meetings to 1 hour but in some cases depending on agenda
they might be longer.

September 14th 2011

October 12th 2011

November 16th 2011

MEETING IN DECEMBER (to be determined if needed)

January 18th 2012

February 15th 2012

March 14TH 2012

April 11th 2012 at 6:00 (the last few meetings of the year run a little longer)

April 25th 2012

May 9th 2012

May 16th 2012

May 23th 2012

**GRAD NIGHT BOARD OF DIRECTORS MEETING WILL BE HELD
ON SAME DATES AS PLANNING MEETINGS STARTING AT
7 P.M. OR DIRECTLY AFTER PLANNING MEETINGS.**

**If you would like more in comcast.net on how to get involved, please contact
Lorrie Landes at 673-4066 information or email at l_landes@comcast.net**