

Middletown High School Class of 2023



Senior Guide for Parents and Students

Dear Parents,

Each spring the thoughts of eager seniors and their proud parents turn excitedly to graduation. In this state of enthusiasm, many last minute details can be forgotten or simply overlooked.

This booklet has been designed to provide information and answers to the questions most commonly asked by seniors and their parents. Please review this material carefully and use it as a reference during your planning this spring.

Candidates for graduation must complete all academic requirements and meet the testing requirement as defined by the Ohio Department of Education in order to participate in the commencement ceremony on May 16, 2023. We will make every effort to keep you informed of your senior's academic progress. In turn, we ask you to make every effort to be informed and to help ensure that your senior successfully completes all academic requirements.

I hope you find this booklet helpful as you plan for what is certain to be a busy time for you and your family. As always, please feel free to contact the high school (513-420-4500) if you have any questions. We are eager to make this an enjoyable and memorable experience for everyone.

Sincerely,

Carmela Cotter
Principal

COMMENCEMENT INFORMATION

1. Commencement will be held on Tuesday, May 16, 2023 at Barnitz Stadium
2. Commencement will begin promptly at 7:00 p.m.
3. Graduates must arrive at Barnitz Stadium no later than 6:15 p.m. with their cap and gown (students must have the approved cap and gown from Graduate Services to participate in graduation). Upon arrival students will report directly to the area behind the end zone at the flagpole.
4. Information about line-up, seating order, etc. will be given to graduates at their mandatory practice on Monday, May 15th at 8:30 a.m. at the Wade E. Miller Arena.
5. Parents - please - Graduates only are allowed in the assigned areas prior to and after commencement.

GRADUATION REQUIREMENTS

All seniors and early graduates **must** have completed all academic and other requirements within the stated timelines including, but not limited to, the Ohio End of Course Tests, credit recovery classes, CCP, and any correspondence courses in order to participate in the Middletown High School Commencement.

A student who fails a second semester class that is needed to fulfill a graduation requirement will not be permitted to participate in commencement, even if the credit can be made up in summer school. Commencement is reserved only for students who have successfully completed all coursework and testing requirements.

Class of 2023 Credit Requirements 21 Total Credits

English.....	4 credits
Mathematics (to include Algebra II).....	4 credits
Science (1 credit Physical & 1 credit Biology).....	3 credits
Social Studies (1 cr. Am Hist, .5 cr. Am Gov't & .5 cr. World Studies).....	3 credits
Health..... ½ credit	Physical Education..... ½ credit
Financial Lit (Economics, Career Search or Business Foundations)	½ credit
Fine Arts (Art or Music or attend Technical School).....	1 credit
Additional Core Courses or Electives.....	4 ½ credits

Additional Requirements

Any senior having fees to pay, books to return, or any other obligation, must have them cleared before diplomas are released as well as transcripts sent to colleges, military or employers.

Chromebooks must be returned.

Seniors wishing to participate in commencement must attend rehearsal in its entirety.

COMMENCEMENT REHEARSAL

Monday, May 15th – 8:30 am in Wade E. Miller Arena at MHS

Seniors wishing to participate in commencement on May 16th **must attend and participate in rehearsal on Monday, May 15th**. Seniors should arrive at 8:30 a.m. as the senior panoramic picture will be taken first. Anyone arriving after the picture is taken will miss the opportunity of being in this picture. Rehearsal lasts approximately 2 hours. Seniors who do not attend commencement rehearsal **in its entirety** on May 15th are not permitted to participate in commencement on Tuesday, May 16th. Absences from rehearsal that have been validated by a physician's statement indicating the student to be physically unable to participate in rehearsal and turned into Administration no later than 2:00 p.m. on May 15th (rehearsal day), will be deemed excused.

****Mark this date on your calendar. Everyone must attend the entire rehearsal.***

IMPORTANT DATES

Cap & Gown Meeting ----- **Wednesday, January 11, 2023 @ 8:45 a.m.**
BT & WCCC students ----- **Check with your tech school for dates / times**
MVP students ----- **Attend mtg. above or order online**

Cap & Gown Ordering ----- **Thursday & Friday, January 19 & 20, 2023**
In person: 10:30 a.m. – 12:30 p.m.(during lunch)
www.graduateserviceinc.com **to order online**

Senior picture due date** ----- **Wednesday, January 11, 2023**
**** Please follow the senior picture requirements and submission instructions on the last page of this Senior Guide.**

Prom ----- **Saturday, April 22, 2023**

Senior Awards Program ----- **Friday, May 12, 2023**
1:00 p.m.

Graduation Order Delivery ----- **Wednesday, March 29, 2023**

Senior last day of school ----- **Friday, May 12, 2023**

Commencement Rehearsal ----- **Monday, May 15, 2023**
Senior Panoramic Picture will be first at 8:30 a.m. in the Wade E. Miller Arena - MHS

Commencement ----- **Tuesday, May 16, 2023** (Rain date Thur, May 18th)
7:00 pm, Barnitz Stadium

Graduates must be at Barnitz Stadium Field House by 6:15 p.m.

COMMENCEMENT CEREMONY

The Middletown High School commencement will be conducted with dignity and respect. Graduates, parents, and guests are reminded that commencement is a formal ceremony, not a celebration.

Participation in commencement is optional. Graduates wishing to participate in the ceremony must adhere to the following guidelines:

1. All graduates will wear purple caps and gowns. All caps and gowns must be ordered through Graduate Services in order to participate in the graduation ceremony. Website: www.graduateserviceinc.com
2. Graduates will be seated in alphabetical order with their MAP teacher.
3. A photograph will be taken of each graduate as he/she receives a diploma by a professional photographer from Lifetouch Photography. Lifetouch will have portraits available online at Events.Lifetouch.com approximately ten days after the ceremony. Celebrate your achievement with these professional portraits. www.events.lifetouch.com

IMPORTANT GRADUATION INFORMATION

1. Seniors are measured for caps and gowns in January of their senior year. All graduates will wear purple gowns. Students who miss the ordering day need to directly contact **Graduate Services, at (513) 272-5890**. Caps and gowns will be distributed in the spring during school. Please listen for announcements as to when your senior can pick them up. Any questions dealing with caps and gowns **must** be directed to Graduate Services. Website: www.graduateserviceinc.com
2. Diplomas will not be issued during the ceremony, only the empty diploma cover. Diplomas will be distributed immediately after the ceremony behind the end zone at the flagpole. They will also be available to be picked up in the Main Office on Thursday May 18th (9:00 a.m. - 1:00 p.m.) for those not attending the ceremony. **All student school fees must be paid in full and books/equipment returned in the main office by the day prior to graduation in order to receive your diploma that night.**
3. Only honor cords and medallions **provided by the school** may be worn on or around graduation attire. The gown may not be altered in any way; the cap can be altered for fitting purposes only. MHS Administration reserves the right to deny a student's commencement participation if attire is deemed unacceptable or inappropriate.
4. **Graduates may not bring purses or any other items to carry during the ceremony.** All cell phones must be turned to silent mode.
5. Family members and friends in the audience please have all cell phones on vibrate during the ceremony.

Miscellaneous

1. **Any senior who disrupts - or contributes in any way to the disruption of - the normal operation during the final days of the school year, will be subject to disciplinary action including, but not limited to, being denied participation in commencement on May 16th. Any graduate participating in or contributing to inappropriate behavior during the commencement ceremony will be removed from the Graduation Ceremony by the administration.**
2. Any graduate choosing **not to participate** in commencement should let his/her counselor know by May 1st, so the seating arrangements for commencement can be finalized. Diplomas for students not attending commencement may be picked up in the high school Main Office beginning Thursday, May 18th from 9 a.m.-1:00 p.m. **Diplomas will not be mailed.**

SENIOR AWARDS PROGRAM

The Senior Awards Program will be held in the Middletown High School Auditorium. This program is designed to recognize and honor graduating seniors for their accomplishments. Students will be recognized for various accomplishments and will be awarded local, regional and national scholarships. Recipients included in this ceremony will be sent an invitation in the US mail. Parents and friends are invited and encouraged to attend.

Middletown High School Class of 2023 Senior Portraits

Students will have their Lifetouch portrait, ID photo, included in the yearbook portrait pages by default if no other senior portrait is submitted.

Senior Picture Requirements: You may submit the picture of your choice as long as it meets the following guidelines:

- Pictures must be a front facing headshot from the waist up
- NO hats or beanies
- No hands on or near the face
- Clothing and jewelry must be in accordance with school dress code guidelines. No strapless tops and no low necklines (no cleavage showing).
- Either indoor or outdoor photos are accepted.
- No texture, name stamping, embossing, logo, or date stamp.
- All props must meet school guidelines.

Submission format/instructions:

Students are responsible for supplying this submission information to their photographers. All photos MUST be submitted electronically through our eshare account:



(School code is mhs2023)

<https://www.hjeshare.com/eShare/?code=mhs2023>

Follow the instructions on the website:

- Enter your contact information
- Agree to the terms
- Choose Upload Portrait

The deadline for portrait submission is Tuesday, January 11, 2023

Final say on the appropriateness of all senior pictures is up to the discretion of the administration.

Please contact Juley Lawson, Yearbook Adviser, if you have any questions.
Yearbook Office – Room 232
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Email: jlawson@middletowncityschools.com (513)-420-4500 ext. 5507