



James Island Charter High School

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Tim Thorn, Principal

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TO: Class of 2019 Students and Parents

FROM: Angela Childs-Kindred, JICHS Graduation Coordinator

DATE: February 22, 2019

SUBJECT: **CLASS OF 2019 GRADUATION INFORMATION - UPDATE**

James Island Charter High School 2019 Commencement Ceremony will be Saturday, June 8, 2019 at 6:30 pm at The North Charleston Coliseum. There is no limit on the number of guests that may be invited. Graduates must arrive no later than 4:45 pm. Please inform your counselor if you are not participating in the ceremony.

In order for scholarship information or military branch to be included in the program, graduates must notify the Guidance office by April 20, 2019.

To ensure a dignified graduation ceremony and Baccalaureate service we have adopted the following guidelines:

1. The administration and graduation coordinator will meet with the senior class during Advisory May to discuss the seriousness of the ceremony and the expected behavior.
2. All debts and obligations, including textbook return must be paid in order to participate in the graduation ceremony. In order to pick up your cap and gowns on April 18th, all senior fees **MUST** be paid. If you are unsure if you paid your fees, please see Mrs. Childs-Kindred in Room 815. Senior Fees can be paid on RevTrak.
3. *Students participating in the ceremony will be required to attend the **MANDATORY** graduation practice on June 7, 2019 at 9:00 am at The North Charleston Coliseum. All Seniors must have attended practice to participate in the graduation ceremony.*
4. Cap and gown orders are made directly through Jostens. If you have not ordered your cap and gown, you may purchase them online at www.lowcountrygrad.com. **Jostens will be on campus on April 18, 2019 to deliver cap and gowns during all 3 lunch periods in the auditorium.**

If you have an outstanding balance, you may bring cash or money order (made out to Jostens) to pay for your items. **No checks will be accepted.** If you need to use a credit card, you may call Jostens at (843) 884-4311 to pay over the phone or visit the website above to pay **prior** to April 18, 2019.

5. Appropriate dress is required.

a. Dress or a blouse with a dress skirt (Hem may not be visible below the graduation gown), neckline should be completely covered by the graduation gown, black dress shoes (no athletic footwear or flip flop type shoes). We strictly adhere to these rules. They are not suggestions.

Note: Jack Rogers sandals are acceptable as long as they are black.

b. Dress pants (no denim/jeans or athletic pants; black or dark color required), collared dress shirt with a tie, black or brown dress shoes and dark socks (no athletic footwear, Crocs, sandals or flip flops) – NO T-SHIRTS or polo-style pullovers. We strictly adhere to these rules. They are not suggestions.

c. Sunglasses, headgear, flip-flops, tennis shoes **are not permitted**. You are not permitted to decorate the top of your cap. Absolutely no college “wraps” or other alternations or additions may be present on the caps nor the gown worn for graduation.

6. Unacceptable behavior during the graduation ceremony or failure to comply with appropriate dress requirements will result in removal from the ceremony.

7. All extended online coursework and make up work must be completed.

8. Students who have not settled all monetary obligations and who are not passing all courses needed for graduation will NOT be allowed to participate in the ceremony regardless of having previously purchased cap and gowns.

We request that you review these guidelines. The guidelines represent a contractual agreement regarding appropriate behavior and dress. We look forward to a dignified ceremony that allows graduates and their families to hear names as they are called. To ensure proper decorum, we have asked the Coliseum Staff and North Charleston Police Department to intervene in excessive demonstrations by our guests such as in the case of noise making devices, which are banned. We are sure you understand the nature of our request and will honor it on that day.

Looking forward to a wonderful ceremony! Any questions should be directed to Angela Childs-Kindred, Graduation Coordinator, at angela_childs-kindred@charleston.k12.sc.us.