



March 16, 2018

Dear Parents and Graduating Seniors, Class of 2018,

This letter provides you with information regarding upcoming events and graduation activities. Please review all of this information with your senior daughter/son. Mr. English and Ms. Shackel will meet with all seniors prior to graduation practice to address the activities of graduation week and other miscellaneous items. Additional important information from Ms. McClellan, Director of College Counseling is also enclosed in this mailing.

In order to continue to make our baccalaureate and graduation experience the best possible for future graduates and their families, we are asking for your valuable input on a survey that will be emailed to you the Tuesday following graduation. We ask that you take this on-line survey sometime during this week after graduation. Thank you in advance for your participation in this survey.

**CALENDAR OF ACTIVITIES**

- THURSDAY, MARCH 22:** Graduation announcements will be distributed (for Fall orders) on March 22, 2018. Orders placed after January will be mailed directly to the home address.
- WEDNESDAY, APRIL 5:** College admission and scholarship/award information is due to Ms. McClellan in order to have it included in the Senior Liturgy Award Ceremony on April 29.
- THURSDAY, APRIL 12:** Senior Class Holiday as part of Senior Privileges
- THURSDAY, APRIL 26:** Senior Class Information Meeting in the *George Cunningham '40 Performing Arts Center* during Falcon Flex (2:30 pm).
- SUNDAY, APRIL 29:** Senior Family Liturgy and Awards Presentation begins at 9:30 am at Christian Brothers High School, *Ron Limeberger '53 Gymnasium*, followed by breakfast in the cafeteria. *Please RSVP to the Mass and Breakfast no later than Wednesday, April 25 (for 5 guests) at the following link:*  
<https://goo.gl/forms/CnXtLQcZPt2uJBjH2>
- WEDNESDAY, MAY 2:** Transition to College Night will take place at **6:00 pm** in the *George Cunningham '40 Performing Arts Center*.

All college admission information must be submitted online to *CB Family Connection* to be included in the printed Commencement Program (i.e. where student applied, where he/she was accepted, where he/she will attend). Due to printing timelines, there are **NO EXCEPTIONS** to this deadline.

**MAY 7-17** Advanced Placement Examinations are scheduled.

**FINAL EXAMINATION and GRADUATION SCHEDULE**

<b>MONDAY</b>	<b>MAY 14</b>	C/E Set Review	C/E Set 9:00 am–12:25 pm
<b>TUESDAY</b>	<b>MAY 15</b>	C/E Set Final Exams	C/E Set 9:00 am–12:25 pm
<b>WEDNESDAY</b>	<b>MAY 16</b>	B/D Set Review	B/D Set 9:00 am–12:25 pm
<b>THURSDAY</b>	<b>MAY 17</b>	B/D Set Final Exams	B/D Set 9:00 am–12:25 pm

<b>FRIDAY</b>	<b>MAY 18</b>	Founder's Day - Early dismissal	9:00 am-11:30am
<b>MONDAY</b>	<b>MAY 21</b>	A/F Set Review	A/F Set 9:00 am-12:25pm
		Graduation Rehearsal ( <i>Ron Limeberger '53 Gymnasium</i> )	1:30 pm-4:30pm
		Baccalaureate & Graduation ticket and cap/gown distribution	
<b>TUESDAY</b>	<b>MAY 22</b>	A/F Set Final Exams	A/F Set 9:00 am-12:25pm
		Senior Class Portrait: Group picture w/ grad. gown	12:50 pm-1:20pm
		Graduation Rehearsal ( <i>Ron Limeberger '53 Gymnasium</i> )	1:20 pm-4:00pm
<b>WEDNESDAY</b>	<b>MAY 23</b>	G Set Review	G Set 9:00 am-10:30am
		Prayer Service	10:30 am-11:30am
		Leave to Serve Day	11:30 am-12:00pm
		<i>Food Trucks</i> (for the Class of 2018)	12:00 pm-1:15pm
		Graduation Rehearsal ( <i>Ron Limeberger '53 Gymnasium</i> )	1:15 pm-4:00pm
<b>THURSDAY</b>	<b>MAY 24</b>	G Set Final	G Set 9:00 am-10:30am
		Make-up Exams (Room 301)	10:55 am-12:25 pm
		BBQ (sponsored by the Alumni Association)	12:00 pm-1:00pm
		Graduation Rehearsal ( <i>Ron Limeberger '53 Gymnasium</i> )	1:00 pm-2:30pm
		Baccalaureate Practice ( <i>for selected participants</i> )	3:00 pm-4:00pm
		@Cathedral of the Blessed Sacrament	

**FRIDAY MAY 25 BACCALAUREATE LITURGY – 9:00 a.m.**  
Cathedral of the Blessed Sacrament  
1017 11th Street  
*All seniors must report with gowns (gowns only, no caps) to the Cathedral by 8:15 a.m.*

**BACCALAUREATE LUNCHEON/RECEPTION – 11:30 a.m. – 1:30 p.m.**  
Christian Brothers High School Main Lawn  
*Please **RSVP** to the Graduation Luncheon no later than **MONDAY, May 21** (for 5 guests) at the following link: <https://goo.gl/forms/yB9jNkbnN1hlf1Sb2>*

**FRIDAY, MAY 25 GRADUATION CEREMONY – 7:00 p.m.**  
Sacramento Memorial Auditorium  
15th and “J” Streets  
*All seniors must report with caps and gowns to Memorial Auditorium by 5:30 p.m.*  
The Memorial Auditorium doors open to ticket holders at 6:15 p.m.

## **BACCALAUREATE/GRADUATION INFORMATION**

It is very important that your daughter/son attends all remaining classes in order to fulfill her/his academic responsibilities. If a senior student takes an unauthorized “cut day,” her/his diploma and final transcripts *will be withheld* until a date deemed appropriate by the administration, and the student *may jeopardize* her/his ability to participate in all graduation activities.

**Final Exam Attendance Policy:** Seniors who do not have any examinations scheduled for a day do not need to be on campus until the time when graduation rehearsal begins. Students who have a first period exam but no second period exam, *must remain on campus* until graduation practice is over.

**Rehearsals:** **ALL GRADUATION REHEARSALS ARE MANDATORY.** Students are not allowed to miss practice for work or medical appointments. *If medical appointments have already been scheduled, we ask that you please reschedule them.* All rehearsals will take place in the *Ron Limeberger '53 Gymnasium*. If a student misses graduation practice, his/her absence will be treated as an unexcused absence by the Dean's Office. **Tickets for the Baccalaureate Liturgy and Graduation will be distributed after graduation rehearsal on Monday, May 21.**

**Caps and Gowns:** The school has rented caps and gowns from Jostens. They will be distributed on Monday, May 21, at the end of rehearsal and **must be returned within 30 minutes at the end of the graduation ceremony.** Seniors must wear gowns at the Baccalaureate Liturgy and caps and gowns at the Graduation Commencement. The gowns will need to be pressed or steamed to remove wrinkles. Seniors will receive instructions about this on the day they receive them. Students may purchase their caps for \$10 after the graduation ceremony.

**Pictures:** Pictures of graduates in their cap and gown may be taken graduation day prior to 5:30 pm and immediately after the ceremony. Since there is no room for photographers in front of the stage at the Memorial Auditorium, we ask that you do not attempt to take pictures of the graduates from that area or the main aisles as they receive their diplomas during the graduation ceremony. A professional photographer will take formal pictures during the presentation of diplomas.

**Baccalaureate Liturgy:** The Baccalaureate Liturgy on Friday, May 25, is the final liturgical celebration shared by the seniors. Participation in the Baccalaureate Liturgy is mandatory for all seniors. The Baccalaureate Liturgy will be held at the Cathedral of the Blessed Sacrament. The maximum number of tickets per graduate is **3**. Your graduate is not included in this number. The number of allocated tickets is very small due to the limited size of the venue and the large size of the Class of 2018. We apologize for any inconvenience this small number might present. There is no charge for the tickets. ***Admission to the Baccalaureate Liturgy is by ticket only.***

**School Luncheon Reception:** The Trustees, Administration, Faculty, and Staff will host a reception/luncheon for all graduates and immediate family members on campus between the hours of 11:30 am – 1:30 pm. There is no charge for this reception. Please limit the total number attending (including graduate) to 5. ***RSVP your attendance to the following link by MONDAY, May 21 (for 5 guests) ~ <https://goo.gl/forms/yB9jNkbnN1hlf1Sb2>***

A group picture taken by a professional photographer of the entire class in their gowns will be available for sale during this reception. ***The reservation form for this reception must be returned no later than Monday, May 21.***

**Graduation Ceremony:** Participation in the Graduation Ceremony is mandatory for all seniors. There is no charge for tickets to the Commencement. **Each senior** receives **12** tickets. Due to the large size of the graduating Class of 2018 and the limited number of seats at the Sacramento Memorial Auditorium, we are unable to fill requests for additional tickets. Other than for students, faculty, and administratively-approved seating, there are no reserved seats at the graduation ceremony. Seats are available on a first-come basis. *We ask that you are seated 5 minutes before the start of the graduation ceremony.* ***PLEASE NOTE that no one will be allowed entrance into the Memorial Auditorium while the students are processing to their seats. Admission to the Commencement Ceremony is by ticket only.***

**Early Entrance** is offered to guests with limited mobility or physical restrictions which allows extra time to reach their seats or to enter the handicapped seating area. Early entrance **guests can enter with one guest not requiring extra time.** **Handicapped seating** is available for guests with physical disabilities or individual medical needs. There are two handicapped seating areas with **wheel chair and walker accommodations** available on ***both sides*** of the Auditorium. Due to the limited seating in each section, **only one additional guest may enter and sit with each person requiring assistance.**

Please enter Memorial Auditorium using the 15<sup>th</sup> Street NW side door (between J and I Streets). The side door entrance will open at 6:00 pm, 15 minutes before the main doors open (at 6:15 pm) and will close at **6:55 pm**, 5 minutes before the commencement procession begins. Please allow enough time to arrive and find seating. **All guests are required to have a graduation ticket to enter.** **All other attendees must enter through the main doors on “J” Street.**

**Video/Photos:** KBFT Video Productions will videotape the events of graduation week and produce a film that will be available at an online website. A professional photographer will produce a group photo of the class as well as the photo of each senior as she/he receives her/his diploma. Seniors will receive details about purchasing the photographs during graduation rehearsals. The Baccalaureate and Graduation film information will be distributed to the students during graduation practice.

**Attire:** **Given the formal nature of the Baccalaureate Liturgy and Commencement ceremonies and as a sign of respect for all of their classmates and those attending the ceremony, seniors are expected to dress appropriately.**

The dress code for clothing under the graduation gowns for Baccalaureate and Graduation is:

**MEN:** DRESS SHIRT (preferably a white shirt) WITH TIE, DRESS SHOES AND DRESS SLACKS (preferably dark slacks). NO ATHLETIC SHOES OR SANDALS. Men are also to be cleanly shaven and have neatly cut and combed hair.

**WOMEN:** DRESSES or DRESS SLACKS WITH A DRESS TOP and DRESS SHOES. NO SANDALS OR ATHLETIC SHOES.

**STUDENTS ARE ONLY ALLOWED TO WEAR AWARDS, RIBBONS, CHORDS, AND MEDALS OFFICIALLY ISSUED FOR GRADUATION BY CHRISTIAN BROTHERS HIGH SCHOOL. No other decorations or regalia are allowed regardless of the circumstances. Due to the Memorial Auditorium rental requirements and the importance of all graduates appearing alike, STUDENTS ARE NOT ALLOWED TO CARRY BALLOONS OR FLOWERS.**

Seniors who do not comply with the above dress code regulations or do not have a neat, proper haircut or hairstyle will not be allowed to participate in the ceremonies. *There are no exceptions to this dress requirement.* If you have any questions concerning the dress for this formal and important day, please do not hesitate to contact Mr. English, Ms. Shackel, or Mrs. Adam.

**Memorial Auditorium Restrictions and Audience Participation during the Graduation Ceremony:**

Neither flower arrangements nor balloons can be brought into the Memorial Auditorium, nor may students carry them. Noise-making instruments such as horns, air horns, portable music players, and the like **are not allowed** in the Memorial Auditorium. These restrictions ensure that each graduate can be seen and that his/her name is heard by all when announced during the ceremony. Security guards at the Memorial Auditorium have the authority to remove all balloons and noise-makers.

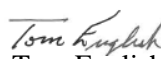
**Diplomas** *Diplomas will be mailed home after June 15, 2018.*

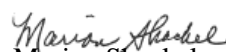
**Information:** If you have not received your child's diploma by July 10, please contact the school. Diplomas will be withheld from those students who have not completed graduation requirements; this includes semester failures and incomplete grades that have not been made up as of June 15. Parents of seniors who will not receive a diploma due to academic difficulties will be notified by mail at that time. Diplomas will also be withheld from any senior whose financial account is not cleared before graduation. This includes unreturned graduation caps and gowns, class materials, athletic uniforms, as well as school locks and unreturned equipment. Diplomas and graduation status will be withheld from those students who have not completed their detention hours or who incur disciplinary sanctions during the final weeks of school or during any of the various graduation activities. *This includes any inappropriate display by a student while walking across the stage to receive his/her diploma.*

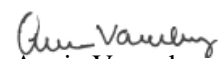
**Questions:** We hope this letter assists you in your family's preparations. If there are any questions about this information, please contact Mr. English at 733-3648 (school) or Ms. Shackel at 733- 3600, 1074 (school), or Ms. Donna Adam at 733-3662 (school). We look forward to your presence as we honor your daughter/son and the Class of 2018, the 142nd graduating class of Christian Brothers High School.

Sincerely,

  
Chris Orr  
Principal

  
Tom English  
Sr. Class Moderator

  
Marian Shackel  
Sr. Class Moderator

  
Annie Vanenburg  
Sr. Class Moderator