**West Boylston Middle/High School**

 **125 Crescent St.**

 **West Boylston, Massachusetts 01583-1098**

 **Telephone: (508) 835-4475**

##  Fax: (508) 835-3925

April 29, 2019

Dear Parents:

Graduation for the West Boylston High School Class of 2019 will be here shortly. This is a time of pride, a sense of accomplishment and celebration for both the students and their parents. This letter is intended to help ensure that this time remains one of joy and celebration.

As the end of the school year draws near, it is important that seniors be in attendance, maintain their school work, and complete all responsibilities and obligations. Seniors who shut down before the end could fail courses and not graduate with their class. Seniors and parents are reminded that ALL courses must be passed in the senior year in order to graduate. Seniors should also realize that many college acceptances are contingent upon continued academic performance at an appropriate level and failure to do so may result in a reconsideration of their acceptance.

Although we understand the excitement that is generated by this time of year, any inappropriate behavior by seniors which interrupts the education of underclassmen will simply not be tolerated (Grades 6-11 do not complete their year until June 13th). Parents should also be reminded that we do not condone or approve a “Senior Skip Day.” Students can be considered truant and face disciplinary consequences.

Enclosed in this letter are the policies and information that pertain to seniors and the upcoming events. Please take the time to review them with your son/daughter. It is a memorable time in their lives -- we would like it to be safe and full of pleasant memories.

Just a reminder that all students will receive their cumulative folder during the last graduation rehearsal. There is no need to request it from the Guidance Office.

Sincerely,

Christopher Fournier

Principal

**END-OF-YEAR SENIOR RESPONSIBILITIES**

**All school rules apply for seniors through all graduation activities**.

* All outstanding debts (class dues, lost books, athletic equipment, shop fees, etc.) must be paid in-full to the school no later than **Friday, May 17th**
* Seniors are required to be **punctual and attend ALL GRADUATION REHEARSALS** or they will not receive their cap & gown.
* **Seniors are required to complete the graduation survey on the Family Connection by May 17, 2019. Students can access this site by going to** [**www.wbschools.com**](http://www.wbschools.com) **; click High School; Guidance; then Family Connection.**
* All materials issued to students (uniforms, books, etc.) must be turned in to the teacher or coach as requested.
* Seniors with outstanding debts or seniors who fail to turn in (or pay for) texts or uniforms will not receive caps and gowns.
* The last regular school day for seniors will be on **Friday, May 24th**. By the end of that day, seniors must have removed everything from their lockers.

 **SENIOR EXAM & REHEARSAL SCHEDULE**

*The last day of school for seniors will be* ***Friday, May 24th*** *The following schedule will be followed for the last week*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **MONDAY****MAY 20** | **TUESDAY****MAY 21** | **WEDNESDAY****MAY 22** | **THURSDAY****MAY 23 (? week)** | **FRIDAY****MAY 24** |
| **7:30 – 8:59** | **A Class** | **A Class** | **A Class** | **A Class** | **A Exam** |
| **\*\*\*EXAM**FOR 1-3-5 CLASSES **ONLY** | **& 2-4-6 CLASSES** |
| **9:03 –10:32** | **B Class** | **B Class** | **B Class** | **B Class** | **B Exam** |
| **\*\*\*EXAM**FOR 1-3-5 CLASSES **ONLY** | **& 2-4-6 CLASSES** |
| **10:36 – 12:32** | **C Class** | **C Class** | **C Class** | **C Exam.** | **REHEARSAL****10:36 – 12:00****(mandatory)** |
| **\*\*\*EXAM**FOR 2-4-6 CLASSES **ONLY** | **& 1-3-5 CLASSES** |
| **12:36 – 2:05** | **D Class** | **D Class** | **D Class** | **D Exam** |
| **\*\*\*EXAM**FOR 2-4-6 CLASSES **ONLY** | **& 1-3-5 CLASSES** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **MONDAY****MAY 27** | **TUESDAY****MAY 28** | **WEDNESDAY****MAY 29** | **THURSDAY****May 30** | **FRIDAY****May 31** |
| **7:30 –8:59** | **NO SCHOOL****MEMORIAL****DAY** | **SENIOR****CLASS****TRIP****(7 a.m. – 6 p.m.)** | **SENIOR****BREAKFAST****9:00 a.m.** |  |  |
| **9:03 – 10:32** |
| **10:36 –12:32** | **REHEARSAL****10:36 – 12:00****(mandatory)** | **REHEARSAL****10:36 – 12:00****(mandatory)** |
| **12:36 –2:05** |
|  |  |  | **SENIOR NIGHT7:00 – 9:00 p.m.** | **SENIOR****BACCALAUREATE****7:00 p.m.****(6:30 p.m. students report)** | **SENIOR****GRADUATION****6:00 p.m.****(5:15 p.m. students report)** |

**SENIOR CLASS TRIP**

**Tuesday, May 28, 2019**

(**see attached permission slip & important information)**

Seniors will travel by school bus to High Meadow Resort in Granby, Connecticut. It is suggested students bring swimming attire with them. The bus will leave at 7:00 a.m. from the High School and should arrive back at approximately 6:00 p.m. Expenses for the outing will cost nothing for students who have paid all their class dues. The senior caps, gowns and busses for the trip will be covered by the class treasury. Once additional fundraisers have been completed, additional money will be allocated towards the cost of the trip

*Horseback riding will be available at an additional $20.00 per ride.*

**SENIOR DAY**

**Wednesday, May 29, 2019**

* **Senior Breakfast (9:00 a.m.)**
* **Rehearsal (10:36 a.m. – 12:00 p.m.)**
* **Senior Night (7:00 – 9:00 p.m.)**

**SENIOR BACCALAUREATE**

**Thursday, May 30, 2019**

As of this writing, the site for the Baccalaureate ceremony has not been determined. It will take place at a church here in our town. We will inform you where once the decision has been made.

The ceremony will begin at 7:00 p.m. Parents and families are invited to attend with graduating seniors**. Seniors should be at the church at 6:30 pm, dressed in their graduation gowns.**

 **GRADUATION**

**Friday, May 31, 2019**

* Graduation exercises commence at 6:00 p.m.
* **Senior boys** will report to the cafeteria at 5:15 p.m.
* **Senior girls** will report to the Media Center at 5:15 p.m.

**ATTIRE**

***Boys:*** White shirt and tie, socks, no shorts

***Girls:*** Appropriate dress

**CAPS & GOWNS**

Caps and Gowns will be distributed at rehearsal on Wednesday, May 30th. Please try them for size and take them home to be pressed (do not use hot iron).

**CAP & GOWN ETIQUETTE**

1. Caps should be worn with deep part at the back.

2. The tassel is worn over the left eye until ***after*** you receive your diploma. Then your Class President will shift his/hers to the right and you will all shift yours at the same time.

3. Dress shoes should be worn. For girls, a light color or white is preferable with light colored stockings**.**

**RECEIVING DIPLOMAS**

1. Your class president will receive his/hers first.

2. The chairperson of the School Committee will expect you to:

a. receive the diploma with your left hand

b. shake hands with your right hand

Major Edwards School Middle/High School

508-835-4461 508-835-4475

**West Boylston Public Schools**

Crescent Street

West Boylston, Massachusetts 01583

 ***SCHOOL ACTIVITY PERMISSION FORM***

**STUDENT:**

It is understood that I will conduct myself in a manner that will bring credit to my school.

**STUDENT SIGNATURE:**

**PARENT/GUARDIAN:**

This is to certify that my son/daughter name

1. has my permission to go with ***the senior class*** school group

to ***High MeadowResort, Granby, CT***

 destination.

on  ***May 28, 2019*. COST**: ***$0***

***Bus leaves school at 7:00 a.m. and returns at 6:00 p.m.***

1. is covered by school insurance or other comparable insurance.

 Name of Ins. Co. Insurance #

1. has the following medical condition/s you should be aware of:
2. The West Boylston chaperones are authorized to obtain emergency medical care as necessary.
3. needs to take the following medications on the trip.

**Parent/Guardian signature: Date:**

***Medications: MUST BE IN ORIGINAL CONTAINERS WITH PHARMACY LABELS INTACT***

|  |  |  |  |
| --- | --- | --- | --- |
| Prescription Name | Dosage | Time/s to be given | Reason |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

There will be no medical personnel accompanying the students on the trip. I give permission for chaperones of West Boylston Middle/High School to administer medications as listed above.

**Parent Signature** **Date**

***Contact information***:

|  |  |  |  |
| --- | --- | --- | --- |
| **Home Phone** | **Mom Work phone** | **Father Work Phone**  | **Cell phone number** |

**FINAL TRANSCRIPT REQUEST FORM**

Please complete the following information and return this form to the Guidance Office before **May 17, 2019. \*\* With** this form include astamped envelope that is addressed to the college you will be attending. . **Do not include a return address on the envelope.** A label will be added with the return address of the school.

**\*\*Transcripts are not sent unless requested in writing.**

**It is your responsibility to provide West Boylston High School the exact address for mailing your final transcript. This address is often different from that of the admission office.**

Your Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Institution Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**(For office use only)**

Date received: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date mailed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_