

# Class of 2020 Senior Spotlight

Graduation is a series of events, not just one day. Please make sure you have **reviewed all of the following information carefully as you are responsible for meeting all deadlines and fulfilling all requirements for participation in commencement.** Your success deserves to be celebrated. With your cooperation, graduation will be an event that will truly represent your academic accomplishments. If you have any questions regarding graduation, please feel free to contact Sara Crider at 864-355-6377 or [scrider@greenville.k12.sc.us](mailto:scrider@greenville.k12.sc.us)

## Ordering Cap & Gown

Students will receive a packet from Herff Jones on Nov. 6 that details how to order cap and gown & any other desired graduation supplies. Extra order packets will be placed in the front office and guidance.

**Students may place their cap and gown order in person on Nov. 19 or Dec. 4 during all 3 lunches in the Commons.**

**Students may also place their cap and gown order online after Nov. 6 by following these steps:**

1. Using Internet Explorer go to [scherffjones.com](http://scherffjones.com)
2. Click Payment
3. Click "make a payment"
4. In green search bar at top of webpage type in J L Mann Academy and select J L Mann Academy (notice J L does not have a period between J and L)
6. On this page, click Graduation products
7. Select graduation products (only required to purchase cap, gown, and tassel) – Remember: This is a RENTAL. If you wish to own the cap and gown please call Herff Jones at 864-244-0110 and follow their instructions.
8. Once done selecting graduation products, click on cart (upper right corner of screen) and check out.
9. Your order will be delivered to JL Mann on April 2, 2020.

## Cap & Gown Delivery

Seniors will be able to pick up their graduation supplies in the auditorium on **Wednesday, April 2** during all three lunch shifts. This will be the only day that supplies will be delivered at Mann. Students should bring the postcard they received in the mail from Herff Jones showing \$0.00 balance in order to pick up cap and gown. If the postcard shows the student owes a balance, then payments can be made by money order, cashier's check or cash to the Herff Jones representative. No personal checks will be accepted. Any junior or senior who has not ordered their class ring may do so at this time as well. Class rings can also be ordered online at [www.herffjones.com](http://www.herffjones.com).

Make sure you remove your cap and gown from the packaging and hang it up so the wrinkles fall out. Be very careful if you attempt to iron it as you will be responsible for any damages to the gown. **The cap and gown is a rental unit and must be returned following the ceremony.** Your tassel is yours to keep.

Another school will be graduating right before us, so it will be difficult to get on the campus earlier to take pictures. There will be a limited amount of time to take pictures with friends and family following the ceremony. Keep this in mind as you make plans to take pictures in your cap and gown. Graduates must return their gowns to the Herff Jones representatives where they will receive a receipt ticket. This ticket will need to be shown to the school staff members who will give you your actual diploma.

If you fail to return the cap and gown then you will be responsible for its replacement cost. Herff Jones will pursue collections using legal action if necessary. Herff Jones representatives will be at graduation to collect gowns following the ceremony. All questions regarding caps and gowns should be directed to Herff Jones [864-244-0110].

All late orders for caps and gowns must be made by **April 12**. You can contact a Herff Jones representative at 864-244-0110 or go to [www.scherffjones.com](http://www.scherffjones.com).

## Senior Showcase & Awards Night

The Senior Showcase is **May 20 at 6:00 pm @ Mann Gym**. This event will recognize seniors and their accomplishments. All students receiving an award on this night will receive a formal invitation and families are welcome to attend. Students who qualified & ordered an Honor Stole from Ms. Crider can pick up their honor stole from 5:30-6pm in the Commons.

## Senior Breakfast & 1st Grad. Practice

The senior breakfast will be held in the Commons on **Wednesday, May 27** at 9 am. This event is for seniors only. Participation in the graduation practice that will follow is **mandatory for all seniors participating in Graduation Ceremony**. Seniors will need to wear their IDs & be in dress code. We strive to be done by 11:30am.

We are still in need of monetary donations to provide food for the Senior Breakfast. All donations can be left in the school office in an envelope marked "Senior Picnic and Breakfast." If you are a parent and would like to help with senior breakfast please email Gena Runnion at [genarunnion@hotmail.com](mailto:genarunnion@hotmail.com) or call 864-546-2018.

## Graduation Communication

All Graduation information will be distributed through Backpack & emailed to students school gmail. More information will be provided as to how parents can receive these emails and how both students and parents can receive text message notifications. (NOTE: Parents and Students must **OPT INTO** receiving these notifications.)

## Yearbook Info

The deadline for Senior Ads is **November 15**. All of the information regarding Senior Ads can be found on the school website.

Baby Pats Pictures: Simply bring in a baby picture with your first and last name written on the back or email it to us at [jlmannyearbook@gmail.com](mailto:jlmannyearbook@gmail.com) The deadline for submissions is **December 7**.

The link for nominating/voting for **senior superlatives** is <https://goo.gl/forms/ci7kU5xDjkern6863>. The link for submitting **senior quote** is <https://forms.gle/vg9GMhwwqxhjCUbbz8> The deadline for these submissions is **November 14**.

## Talismann Day

Talismann Day is a longstanding tradition that celebrates both seniors and the culmination of the year's memories in the Talismann, Mann's award-winning yearbook.

Students should report to first period on **Friday, May 1**. At the beginning of second period, seniors will be called to the auditorium for a senior meeting. Seniors will also get to watch the senior slide show and receive their yearbooks. **Remember that school dress code still applies & ID's must be worn on Talismann Day!**

PTSA generously hosts a lunch for the seniors and they are given time to sign yearbooks. We are still in need of monetary donations to provide food for the Senior Picnic. All donations can be left in the school office in an envelope marked "Senior Picnic." If you are a parent and would like to help with senior breakfast please email Gena Runnion at [genarunnion@hotmail.com](mailto:genarunnion@hotmail.com) or call 864-546-2018.

## Prom

Prom will be held on **Friday, April 24, 2020** 8pm-11pm. Students will not be allowed to attend prom unless all obligations have been paid.

## Senior Exams

There are designated days for each AP exam for students enrolled in an AP class. Some teachers have set aside special review dates and practice test dates that they will communicate to each class. AP exams will be **May 4-15**.

Senior exams are scheduled for the week of May 18-21.\* All exams must be taken on the scheduled date. Any exam not taken on the designated date must be pre-approved by Mr. Mayfield. Students should make every effort to be in attendance on these days.

May 18	First & Seventh Period Exam
May 19	Second & Sixth Period Exams
May 20	Third & Fifth Period Exams
May 21	Fourth Period & Makeup Senior Exam (if needed)

Students who wish to leave early on an exam date must follow the early dismissal procedures to avoid any disciplinary action.

\*Please note that these exam dates are tentative and subject to change.

## Obligations

Students must clear all obligations before they are permitted to participate in graduation. This includes books, library fines, uniforms, dues, fees, cafeteria balances, and any other debt owed to the school. **Obligations must be cleared by Friday, May 15.** Only cash or money orders will be accepted for payment.

## Graduation Practice

There will be **two practices for graduation and both are mandatory.** If you miss either practice, you will not be allowed to participate in the graduation ceremony. Once the line-up is established, it will not be changed. You must be on time to practice, or you will not be permitted to practice. Do not expect to finish early. No one will be excused early from practice for any reason. Make any necessary arrangements with your employer and/or family members in advance.

The **first practice** will be on **Wednesday, May 27** in the Mann gym following the senior breakfast. We will strive to be finished by noon.

The **second practice** will be on **Thursday, May 28** at Furman's Timmons Arena (3300 Poinsett Hwy Greenville 29613) beginning at 6:00 pm. We will strive to be finished by 9:00 pm.

## Graduation Tickets

Due to the limited seating in the arena, each graduate will receive 8 tickets. Everyone who enters the arena must have a ticket, regardless of age. Tickets will be distributed during graduation practice on **Thursday, May 28.** Students who do not graduate will not receive tickets.

Because of the high demand for additional tickets, we will put the names of all students who want additional tickets into a lottery and draw names at the end of 1st graduation practice until all the additional tickets have been sold. Additional tickets may be purchased by each student after graduation practice on **May 27.** The cost of each additional ticket is \$10.00. Students must pay in cash at this time.

## Proper Dress for Graduation

There are no dressing rooms available at the arena, so come dressed and ready to go. There is no place to leave any personal items such as purses and cell phones, so do not bring them with you. The school is not responsible for any items lost or stolen during practice or at graduation. **Students who do not meet the following dress guidelines will not be allowed to march at graduation.** Only pre-approved honor stoles, medals, and cords may be worn. Students **may not decorate their rented cap and gown.**

Ladies are expected to wear dresses and dress shoes (dress sandals and dress flats are permissible). Please wear shoes that are easy to walk in. Tennis shoes, Birkenstocks, Chacos, Tevas, Crocs, Rainbow-style flip-flops or other casual shoe will not be allowed. The hem of your dress must be shorter than the hem of your gown. The white collar that comes with your gown will not be worn.

Gentlemen are expected to wear slacks (no jeans), a light-colored dress shirt, tie, and dark dress shoes. Tennis shoes, Chacos, Tevas, Crocs, docksiders, Birkenstocks, Rainbow-style flip-flops or other casual shoe will not be allowed.

## The Graduation Ceremony

Graduation is on **Wednesday, June 3** at Furman University's Timmons Arena at **5:30 pm.** Graduates should be at Timmons no later than **4:30 pm.**

You will enter through the front doors and go downstairs through the door labelled Furman Athletics. Only seniors (no family or guests) will be permitted downstairs. Do not enter through the main gym. Plan for congested traffic and leave early enough to be on time.

The **doors will open for ticket-holding guests at 5:00 pm.** Guests in wheelchairs may take the elevator and will be escorted to the appropriate seating area.

The school's photographer will take pictures of every graduate as they receive their diplomas. No one will be permitted to move from their seat to take pictures during the ceremony. Cameras must be held in the seating area (no tripods) and may not impede the view of other guests. You will receive information on ordering photos at a later date.

All school district rules apply during practices and graduation. Commencement is a dignified ceremony, and everyone in attendance should remain respectful and quiet. Unsolicited applause, catcalls, whistles, or any other distracting behavior will result in the person(s) being escorted by law enforcement from the arena.

Graduates are responsible for his/her guests' behavior. **Any student who acts in a manner that is disruptive or uncooperative, as well as any student whose guests act inappropriately during the ceremony, will not receive his/her diploma at graduation.** These must be picked up by appointment with the principal after **June 4.**

## Important Dates

- Nov. 6 - Senior Meeting
- Nov. 19 - Order Graduation supplies @ all 3 lunch shifts
- Dec. 4 - Makeup Order Graduation supplies @ all 3 lunch shifts.
- April 2 - Graduation Supplies delivered during all 3 lunch shifts in auditorium
  - Bring Herff Jones postcard showing \$0.00 balance to expedite process. Herff Jones will accept balance payments on 4-2 (no checks allowed).
- April 22 - Senior Meeting
- April 24 - Prom 8-11pm
- May 1 - Talismann Day
- May 4 -15 - AP Exams @ Mann
- May 14 & 15 - Senior Chromebooks & chargers taken up
  - Have Chromebook fully charged
- May 15 - All senior obligations must be paid (cash only)
- May 18-21 - Senior Exams
- May 20 - Senior Showcase @ 6pm @ Mann - invitation only
- May 20 - Last day Seat Time is offered for all students
  - seniors must have paid for seattime in cash to attendance before 1pm
- May 27 - Senior Breakfast & 1st grad. practice @ 9am @ Mann (required to participate in Graduation Ceremony)
- May 27 after senior breakfast - enter your name in a lottery to be able to purchase 2 additional Graduation tickets (\$10 each, cash only)
- May 28 - Final Grad. Practice @ 6:00 pm @ Timmons Arena (required to participate in Graduation Ceremony)
  - Graduation tickets will be passed out during practice
- June 3 - Graduation Ceremony @ 5:30pm @ Timmons Arena
  - Seniors arrive at 4:30pm.
  - Doors for audience open at 5pm.
  - Any child or adult (all ages) attending graduation must have a ticket.