



# XENIA

HIGH SCHOOL

**DR. HANK JACKOBY, PRINCIPAL**  
**JEFF KEADLE, ASSISTANT PRINCIPAL**  
**MEGAN WINSTON, ASSISTANT PRINCIPAL**  
**JOE BACHMAN, DEAN OF STUDENTS**  
**AMY BIGGS, GUIDANCE COUNSELOR**  
**CARRIE MCGEE, GUIDANCE COUNSELOR**  
**SHAWN RUDEGEAIR, GUIDANCE COUNSELOR**

April 2, 2019

To: All Graduation Candidates and Parents

RE: Graduation Rehearsal & Commencement Details

Graduation Rehearsal will be held in the Xenia High School Gymnasium at 7:40 a.m. on Tuesday, May 28, 2019. Xenia High seniors should report at 7:30 a.m. *to first period class* for attendance and rehearsal will follow immediately. GCCC seniors should report *directly to the gym* at 7:30 a.m. Caps and gowns will be distributed immediately following rehearsal for XHS and May 17 at GCCC. All seniors are to leave immediately after rehearsal and/or cap & gown pickup and are responsible for transportation home.

Students must attend rehearsal in order to participate in the graduation ceremony. School rules and the Student Code of Conduct still apply to all graduation related activities, preparation and the graduation ceremony. Violations of school rules or the Code of Conduct may result in consequences which may include withdrawing the student(s) from participation in graduation ceremonies.

### Cap and Gown Distribution

All fees and obligations must be cleared before obtaining cap and gown. Please verify your fee status with the bookkeeper in the Xenia High School Fee Office prior to May 1, 2019. We will not accept checks for payment of senior's school fees after May 1, 2019; only cash or money orders will be accepted.

- A. Caps and gowns may be obtained at Xenia High School on Tuesday, May 28, 2019. Those not obtained on Tuesday from the Jostens representative, must be picked up in the Guidance Office before 12:00 (noon) on May 29, 2019.
- B. Cost for a cap and gown is \$50 payable to Jostens through their website [www.jostens.com/contact](http://www.jostens.com/contact) or calling 1-800-JOSTENS (567-8367). A cap and gown have been ordered for each graduate. Graduates may keep their cap and tassel, but must return the gown.
- C. National Honor Society members' gold tassels will be available on cap and gown delivery day.
- D. GCCC students will wear their cap and gown during the GCCC program on Tuesday, May 21, 2019 as well as the Xenia High School graduation ceremony on Wednesday, May 29, 2019. Delivery for GCCC students is Friday, May 17, 2019 at GCCC.

### Graduation

- A. Will be at 7:00 p.m., Wednesday, May 29, 2019  
THE GRADUATION CEREMONY WILL BE FOR STUDENTS WHO HAVE SUCCESSFULLY COMPLETED ALL GRADUATION REQUIREMENTS. THIS INCLUDES MEETING STATE MANDATED END OF COURSE EXAMS, COMPLETING REQUIRED CREDITS AND FULFILLING ALL FINANCIAL OBLIGATIONS.

GRADUATES SHOULD REPORT TO THE McLIN GYM BY 6:15 P.M.

Only graduates are permitted in the McLin Gym during line up and after the ceremony.

GUIDANCE FAX: (937) 352-4450

303 KINSEY ROAD, XENIA, OH 45385 PHONE: (937) 372-6983 FAX: (937) 374-4219 WWW.XENIASCHOOLS.ORG

B. Carry your cap and gown over your arm into the Nutter Center. Please dress nicely! This is your Graduation! Do not bring hangers, plastic bags, or any other unnecessary objects into the Nutter Center.

C. To avoid mix up in distribution of the diplomas at the ceremonies, seniors will receive only their diploma covers from the President and Vice-President of the Board of Education, as graduates file onto the platform and return to their seats. After the ceremony, seniors will be given an envelope containing their actual diploma and final Report Card in the McLin gym area after gowns have been returned.

- To eliminate confusion, all purses/bags should be left with parents.
- GCCC students may not wear the National Technical Honor Scholar cords or tassels in the XHS Ceremony on May 29, 2019.
- All graduates on May 29, 2019 must wear the tassel provided by Xenia High School. (Blue, White or Gold only).

D. Once graduates arrive in the McLin Gym, there will be no opportunity for pictures; and there will NOT be an opportunity for pictures after the ceremony. Please take all pictures BEFORE arriving at the Nutter Center.

E. Seniors need to enter the Nutter Center via the lower level (Gate 9). Parents, family and friends should enter via the main level with exceptions only for those requiring disabilities access and seating.

F. If you or members of your family require disabilities seating, there will be seating available on the "PC Riser", which is accessible through the McLin Gym. This is on a first come first served basis.

G. Please refrain from using blow horns and noisemakers at any time during the ceremony; and do not bring anything to toss into the air such as confetti or streamers. Noise makers and confetti or other items are against the policies of both Xenia High School and the Nutter Center. Anyone caught displaying or using such items may have those items confiscated and be asked to leave; graduates may face disciplinary action including immediate removal from the graduation ceremony.

**Special note to all Seniors**

Graduation is an achievement you will remember the rest of your life. You are outstanding ladies and gentleman who have represented and will continue to represent Xenia High School in an excellent manner. Xenia seniors have been highly praised by parents and guests for their excellent conduct in past ceremonies; and we expect the same from this year's senior class.

Seniors, we believe you are leaving Xenia High School better than it was before you came. Remember your high school experiences as you move toward your future. We, the staff of Xenia High School, wish you success in whatever endeavors you pursue.

Sincerely,

Dr. Hank Jackoby  
XHS Principal

---