

*PARK HIGH SCHOOL*

# SENIOR HANDBOOK

CLASS OF 2021

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## Class of 2021

Seniors- be sure to use this handbook as a resource for your senior year. If you have questions that are not answered in this handbook or from our graduation website, be sure to contact your school counselor or see Ms. Deiman in the principal's office for more information. Please understand that changes to the information found in this hand book may occur in response to COVID guidelines from the MN Dept. of Health, MN Dept. of Education and District 833.

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# YEARBOOK INFORMATION

## Cost of yearbook 2020-2021

September 1-November 30, 2020: \$75, price increases will follow

## Class of 2021

### Senior photos - Due Date: December 18, 2020

This year, senior photos will be submitted directly to Jostens using the link provided. The photos MUST meet the following criteria:

- Vertical head and shoulder photos only (no profile photos)
- No full body photos
- Please keep the photo background simple
- Photo must use portrait alignment-not horizontal
- Color photos only with no black and white or color alterations
- Any props used MUST be approved by the yearbook advisor before you submit
- We do NOT encourage taking prints from your photographer and then scanning them. The quality is usually poor. Ask your photographer to submit the electronic image directly.
- Photo size requirements for yearbook submission
- Minimum requirement 3 inches by 2.25 inches aspect ratio (300 dpi min)
- Larger photos may be used, but the yearbook staff has the right to crop larger photos

These specifications are in place to maintain uniformity throughout the section but allow each student to choose their own photographer. For any senior who does not submit a photo, the school picture on file will be used. If there is no picture on file, then no picture will be included in the yearbook. Questions can be directed to Amy Johnson, Yearbook Advisor.

- [Submit your senior picture.](#)
- If prompted by Jostens to add an ID number, use: 415473974

Senior Ads - Due Date: December 18, 2020, [Senior Add Info](#)



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Parents can choose to purchase a full color senior ad for publication in the 2020-21 PHS yearbook. It is a unique way to tell your son/daughter that you are proud of his/her accomplishments.

- Ads are accepted on a first come, first served basis. Ad requests will be submitted to Jostens directly. Parents can use the link provided to submit both a one picture and up to a 40 word message.
- The cost of the senior ad is \$45 for a 1/8th page ad. Payment will also be made directly to Jostens. If you have questions, please contact the yearbook advisor, Amy Johnson.

If you have any questions, please contact Yearbook Advisor [Amy Johnson](#).

## Senior Lunch Privileges

Seniors are allowed to leave campus during their lunch period. Seniors must show their student ID to leave the building for lunch. If you don't have your student ID when asked by the hall monitors, you will not be allowed to leave the building. If you have not picked up your ID, please stop in the Attendance Office.


## Senior Awards Program

Tuesday, May 18, 2021 6:30 p.m.

This evening we honor our graduating seniors for their accomplishments at Park High School. Recognitions include: Academic Honors, Department Awards, and Student Scholarships. Students will be notified by mail if they are receiving an award.

## Cap & Gown Distribution

*Thursday, June 3, 2021-8:30am-3:30pm*

- Seniors Must return all books, pay all fines and their iPad prior to receiving their caps & gowns.
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## Fees

- Graduation Fee: \$30
- Honor Stole Fee (If applicable) \$25

This district pays for the caps and gowns for seniors. Seniors wishing to participate in the commencement ceremony are charged \$30 towards the costs associated with the commencement program, including equipment rental, flowers, programs, medals, space rental, etc.

**PAY FEE ONLINE:** The **Graduation Fee** and the **Honor Stole Fee** can be paid online using [SmartSchoolk12](#) beginning April 19 through May 31, 2021 or the fee is due when you pick up your cap and gown. Contact Ms. Deiman (651-425-3702) with questions. The graduation cap and gown are yours to keep as is the honor stole for those eligible students who purchased one.

## Graduation vs. Commencement


**Graduation** refers to the term that you have officially and successfully completed all of your graduation requirements.

**Commencement** is the ceremony of granting diplomas at the end of the academic year to those senior students who are eligible.

\*Students are not required to participate in the graduation commencement ceremony to receive their diploma. Diplomas will be made available for pick-up the first Monday after the graduation commencement ceremony for those graduates who did not participate in commencement, **diplomas will not be mailed.**

## Graduation Recognition

Graduation recognition is based on students' GPA after Trimester 2 of senior year. Students are recognized by colored sashes and identified by asterisks in the program.



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- **Summa Cum Laude with Distinction:** GPA of 4.3 and above, gold sash, honors medallion, denoted by 5 asterisks in program
  - **Summa Cum Laude:** GPA of 4.0-4.299, gold sash, denoted by 4 asterisks (\*\*\*) in program
  - **Magna Cum Laude:** GPA of 3.667-3.999, silver sash, denoted by 3 asterisks in program
  - **Cum Laude:** GPA of 3.5-3.666, white sash, denoted by 2 asterisk in program
  - **IB Diploma Candidate:** black honor stole
  - **NHS Members:** gold tassel


## Conduct at Commencement

Commencement is considered the most formal and public of our educational ceremonies. Our seniors are celebrating the successful completion of 12 years of formal education. Having family and friends attend the ceremony honors this achievement. We ask all who attend commencement to abide by the following guidelines.

- The Commencement ceremony will be conducted with appropriate dignity and decorum. Do not bring air horns, loud noise makers, or fireworks to the ceremony. Do not clap, yell, or make other noise when your student's name is called as it prevents the name of the following student from being heard.
- Please be considerate of those around you, as Commencement is a meaningful occasion to all guests in attendance. All family members and guests are asked to remain seated during the entire ceremony.
- The use of alcoholic beverages or drugs and participation in disruptive activities during the ceremony is prohibited and will be handled accordingly. Students believed to have used these substances prior to the ceremony will not be permitted to participate in commencement.

## Commencement Ceremony Photos

We are working with vendors to provide photography services for our graduating seniors. We will update students and families when we have information available.



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# Class of 2021: Closing out your Senior Year

## Senior Meal Account Balance

Parents must review their senior's meal account balance to determine what to do with any funds that remain in their student's account after graduation. Remember to remove any automatic payments at School Cafe: <https://www.schoolcafe.com/sowashco>

Check your student's balance through [Nutrition Services](#).

## Graduation Requirements

District 833 requires students to complete required courses and credits in order to receive a diploma. Details about our district's graduation requirements are published in the high school Program of Studies (under the counseling menu). [Program Of Studies](#)


## Final Transcript

For graduated seniors, one final transcript will be sent late June to the school indicated on the Senior Survey in Naviance. If you did not indicate a school on the survey or are in need of another official transcript you must go through [www.parchment.com](http://www.parchment.com) or obtain a paper copy from the District Service Center.

Students can pay a one-time fee of \$15.00 for unlimited transcripts through Naviance (until graduation; after graduation the cost is \$5.00 per transcript). Students will need to log into their [SmartSchoolK12](#) account to pay for their transcripts.

## Who to reach out to for help!

### Who do I ask if I am going to meet the graduation requirements?

- A-DA: Mr. Bodurtha [abodurth@sowashco.org](mailto:abodurth@sowashco.org)
  - DE-HEN: Ms. Durand [kdurand@sowashco.org](mailto:kdurand@sowashco.org)
  - HER-LE: Mr. Vasquez [bvasueez@sowascho.org](mailto:bvasueez@sowascho.org)
  - LI-PA: Mr. Powers [dpowers@sowascho.org](mailto:dpowers@sowascho.org)
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- PE-STR: Ms. Van Den Broeke [kvandenb@sowascho.org](mailto:kvandenb@sowascho.org)
  - STU-Z: Ms. Xiong [kxiong1@sowashco.org](mailto:kxiong1@sowashco.org)

Who do I ask if I have questions about graduation (cap & gown, name on diploma, fees, etc.)

- Ms. Deiman, [ideiman@sowashco.org](mailto:ideiman@sowashco.org)

## Jostens, our Graduation, Class Ring and Senior Announcement Expert

Below is a Jostens link that summarizes all information for seniors/senior families:

<http://www.gradsmn.org/park>

### CAP & GOWN:

The deadline for Cap & Gown measurements this year is December 15, 2020. This is to ensure Jostens has everything in process should any unknown shut downs, capacity issues, etc. happen this year. Please use this link: <http://www.gradsmn.org/park-cg>

Please enter your height and weight at this site as soon as possible. If it is not possible for our seniors to do this online, please contact Ms. Deiman in the Main Office.

### ANNOUNCEMENTS:

Here is the link for custom announcements from Jostens – <http://www.gradsmn.org/park-announcement>

The deadline for senior families to order is January 15, 2021. These announcements are beautifully embossed. Please check them out!

### JEWELRY:

Class Ring and Jewelry Process



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Please look at the beautiful selection view, create, and order your custom jewelry from [www.jostens.com](http://www.jostens.com)

Jostens will ship catalogs and or plastic ring sizers to the school or the family upon request.

## SENIOR CALENDAR-CLASS OF 2021

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NOV. 24

- End of Term 1.2

DEC. 18

- Senior Photos & Adds are due (See information above)

JAN. 21

- End of Term 2.1

MARCH 5

- End of Term 2.2

APRIL 21

- Virtual Senior Meeting
  - Graduation Commencement information

APRIL 22

- End of Term 3.1

MAY 18

- Senior Awards Program

MAY 31

- Graduation Fee due

JUNE 2

- End of Term 3.2
- Seniors last day

JUNE 3

- Cap and Gown Distribution

JUNE 6:

- Graduation Commencement (time and place TBD)
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