

# Sprayberry High School

## Class of 2023

### Commencement Information and Schedule of Activities

Friday, May 26, 2023, 7:00 pm

Kennesaw State University Convocation Center

The following information is highly important. Please review carefully with your family.

#### LOCATION OF VENUE AND DIRECTIONS

- The Convocation Center is located on the Kennesaw campus of Kennesaw State University at the intersection of I-75 and Chastain Road. From I-75, exit at Chastain Road (Exit 271) and turn west. Go to the first traffic light past the I-75 ramps and turn right onto Frey Road for graduate or guest parking. For accessible and special assistance parking, continue to the second traffic light and turn right on Kennesaw State University Road. Additional approach information and alternate routes are available on the district website at [www.cobbk12.org/graduation](http://www.cobbk12.org/graduation).

#### COMMENCEMENT TICKETS

- Tickets will be distributed at the final commencement practice on May 23, 2023.
- All students must sign for their tickets.
- All tickets are barcoded and will be scanned upon entry to the venue.
- All guests attending commencement, including babies and small children, will need a ticket to enter the venue.
- **Lost or damaged tickets will not be replaced.**
- Honor Cords will be distributed at commencement practice. Graduates need to contact club/organization/sports to confirm additional cord/stole orders.

#### SENIOR CLEARANCE

- All fees for lost or damaged textbooks, media materials, parking, classroom instructional equipment, uniforms (Band, Orchestra, Chorus, ROTC), or any other materials owed to the school must be cleared by May 12, 2023.
- Fines must be paid in cash only! (exact change, please)
- Laptops (with the power cord, laptop bag, and shoulder strap) should be returned to the media center by May 12, 2023.
- **All students must be cleared of fines prior to the first commencement practice on May 22, 2023.**
- Students with outstanding fees will be prohibited from participating in the commencement ceremony.

#### FINAL EXAMS

- Thursday, May 11, 2023 – 3<sup>rd</sup> and 4<sup>th</sup> block exams
- Friday, May 12, 2023 – 1<sup>st</sup> and 2<sup>nd</sup> block exams

#### COMMENCEMENT PRACTICE

- **Monday, May 22, 2023**, 9:00 am – 11: 00 am in the Sprayberry High School Gym
  - Honor Cords will be distributed at this practice.
- **Tuesday, May 23, 2023**, 9:00 am – 11:00 am in the Sprayberry High School Gym
  - **Commencement tickets will be distributed at this practice.** You will be required to sign for your tickets.
- **Wednesday, May 24, 2023, 9:15** – Technical rehearsal at Kennesaw State University.
  - Students who are speaking or performing during the commencement ceremony.
- **All practices are mandatory.**
- Board and school policies (such as tobacco and drug/alcohol use, dress code, etc.) will be in effect.

## COMMENCEMENT ATTIRE

- Dress for graduates will be as follows:
  - Dark pants, dark dress shoes, white dress shirt, dark tie, dark socks.
  - Solid colored dark dress (length no longer than the gown; collars should not show)
  - Simple small jewelry (no necklaces), and black dress shoes (no white hosiery and no silver/gold on the shoes).
  - Flat shoes are recommended due to the distance graduates will walk from graduate parking to the line-up room and to the ceremony venue.
- Caps and gowns must be worn by all graduating seniors. Please press your gown before graduation. Do not hem graduation gowns. The cap is worn flat on the head with the point at the center of the forehead and the tassel hanging on the right side. No bangs or hair should be sticking out of the front of the cap. If you have questions concerning the items you have ordered, please visit [www.atlgrad.com](http://www.atlgrad.com) or call ATL GRAD directly at (770) 795-1626.
- To ensure decorum of the ceremony and to provide consistency among schools, alterations to the cap and gown will not be permitted. **NO DECORATIONS ARE ALLOWED ON THE CAP OR GOWN.** Any student who decorates their cap and/or gown will be required to purchase another one. Graduates may only wear stoles, cords, and other insignia authorized by the school.
- No jeans, shorts, sandals, or sport shoes will be allowed for any student.

## COMMENCEMENT DAY

- The commencement ceremony will take place on Friday, May 26, 2023, at 7:00 pm, Kennesaw State University Convocation Center.
- Graduates need to arrive at KSU and report to the **Siegel Recreation Center** with their cap, gown, and tassel by 5:30 pm.
- A designated door will open at 6:00 pm for guests with disabilities and guests requiring individualized assistance. Only one (1) companion guest will be allowed to accompany guests with disabilities.
- Doors will open at 6:15 pm for guests.
- Only ticketed guests will be allowed in the venue. No tickets will be held at the door, so please make sure all guests have their tickets prior to the ceremony.
- Individuals requiring wheelchairs must provide their own.
- Following the ceremony, we ask that all family and friends remain in their seats until all the graduates have recessed out of the building. Graduates will proceed to the Campus Green for the cap toss and meet family and friends.

## PARKING

- **KSU charges a \$10.00 parking fee per car.** Be prepared to pay with Credit/Debit card ONLY!  
**NO CASH WILL BE ACCEPTED.**
- **Graduates** are to park in the Central Parking Deck. Graduates should be encouraged to bring/wear comfortable shoes for walking from the Central Parking Deck to the Siegel Recreation Center (SRC) and the Convocation Center (CC).
- **Guests** will park in the East Parking Deck and the East Economy Lot (across Frey Road from the East Parking Deck). Overflow parking will be available in the Central Parking Deck.
- **Guests with disabilities and elderly guests needing individualized assistance** should park in either LOT A or LOT B (as designated on the campus map). Golf carts will run continuously to convey guests to and from the Convocation Center.

## DIPLOMA DISTRIBUTION

- Tuesday, May 30, 2023, from 9:00 am – 12:00 pm in the Attendance Office at Sprayberry High School.

## **KENNESAW STATE UNIVERSITY BAG POLICY**

- In accordance with Kennesaw State University requirements, all persons entering the Convocation Center must pass through metal detection devices. Also, guests entering the facility with a bag **MUST** use either a **CLEAR TOTE** or **SMALL CLUTCH** to be approved for entry into the venue. Please do not bring any packages that cannot be opened or inspected. Also, please allow extra time for entry as there may be delays.

### **Clear Totes**

- Size may not exceed 12"x 6"x 12"
- Logo may only be on one side of the bag
- Items in the tote must be loose
- All bags are subject to search



### **Clutch Bag or Small Purse**

- Size may not exceed 6.5"x 4.5"
- May include a handle or strap
- Does NOT need to be clear
- All bags are subject to search



## **COMMENCEMENT PHOTOS/DVD SALES/ONLINE STREAMING/FLOWER & GIFT SALES**

- To maintain the dignity of the ceremony, all guests must remain in their seats throughout the commencement ceremony. Only hand-held cameras that do not block the view of other guest will be allowed into the ceremony. Flash photography is not permitted.
- We have arranged for *Cady Studios* to take individual graduate portraits as they receive their diploma. The graduates will also receive information to access their photo online. Parents and Seniors must deal directly with *Cady Studios*.
- DVD sales will be made available online on the Cobb County School District graduation page ([www.cobbk12.org/graduation](http://www.cobbk12.org/graduation)). The district will provide a link for the sales of DVDs on this web page.
- CCSD will provide a live webcast of the commencement ceremony which will be publicly available via the school district web site ([www.cobbk12.org/graduation](http://www.cobbk12.org/graduation)).
- Flowers and graduation gifts may be purchased from district-approved vendor(s) at district managed venues. Sales Kiosks will be located in the pre-function areas and/or outside the venue.

## **PROHIBITED ITEMS**

- Any object which obscures the view or impacts the safety of others is not allowed in any district-managed venue. A complete list of prohibited items is available on the district graduation web page ([www.cobbk12.org/graduation](http://www.cobbk12.org/graduation)).

## **GENERAL INFORMATION**

- Participation in the commencement ceremony is optional and a privilege. Students must meet all expectations and requirements to participate in the commencement ceremony.
- Behavior at the ceremony and practices must be exemplary. Throwing caps in the Convocation Center is inappropriate, dangerous, and not permitted. Please understand that disruption and misconduct in any form will not be tolerated. Any seniors causing a disturbance or in any way conducting themselves inappropriately during the ceremony will be removed.
- Please remember all graduation requirements must be met to participate in commencement exercises.
- The School Counseling Office will be closed May 15-19, 2023, so counselors can verify graduation status for all seniors. A school counselor will contact you if there are any problems with final grades.
- Restitution for any damage to the venue, district property, or vendor property will be the responsibility of the graduate(s) and/or audience who caused the damage.
- If you have questions, please contact: Nathan Autry, Graduation Administrator, at [nathan.autry@cobbk12.org](mailto:nathan.autry@cobbk12.org)

## Graduation Activities

### Thursday, May 11, 2023

Senior Finals: 3<sup>rd</sup> and 4<sup>th</sup> Blocks

### Friday, May 12, 2023

Senior Finals: 1<sup>st</sup> and 2<sup>nd</sup> Blocks

### Monday, May 22, 2023

**9:00 am – 11:00 am**

Commencement Practice

Sprayberry High School Gym

*Honor cords distributed at this practice.*

### Tuesday, May 23, 2023

**9:00 am – 11:00 am**

Commencement Practice

Sprayberry High School Gym

*Tickets distributed at this practice.*

### Wednesday, May 24, 2023

**9:15 am – 10:30 am**

Technical Rehearsal (Chorus & Speaking participants only)

KSU Convocation Center

### Friday, May 26, 2023

**5:30 pm – 8:30 pm**

Commencement Ceremony at KSU Convocation Center

Graduates must be in their assigned areas by 5:30 pm. Personal items are not secured. Do not bring any valuables.

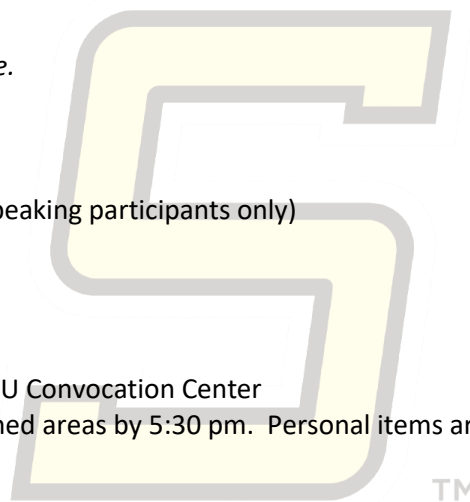
### Tuesday, May 30, 2023

**9:00 am – 12:00 pm**

Diploma distribution

Sprayberry HS Attendance Office

For additional information and updates, please check the commencement link on the district web site:  
[www.cobbk12.org/graduation](http://www.cobbk12.org/graduation).



SPRAYBERRY  
CLASS OF 2023

# Sprayberry High School

Cobb County School District

Sara Fetterman, *Principal*

## Graduation Contract

The Graduation Ceremony is a dignified ceremony to honor the Senior Class. **Participation in the graduation ceremony is optional, and in order to participate, students must follow guidelines.** Please read the following information, and if the student wishes to participate in the graduation ceremony, please print both the student and parent first and last names at the top, sign at the bottom, and **return it to the attendance office by April 14, 2023.**

I, \_\_\_\_\_ and \_\_\_\_\_  
PRINT STUDENT NAME PRINT PARENT NAME

understand that in order to participate in the graduation exercises for Sprayberry High School, all of the following requirements must be met:

1. The student will adhere to all attendance requirements for practices and the ceremony. This includes arriving promptly and remaining throughout the entirety of the activities.
2. All financial obligations must be cleared prior to graduation practices and the graduation ceremony. This includes, but is not limited to, payment for lost textbooks, Media Center fines, parking fines and uniform or equipment from an extra-curricular activity.
3. Any disruptive behavior will result in the immediate removal of that person from the ceremony. This would include anything distracting from the dignity of the ceremony (See CONDUCT OF GRADUATES AND GUESTS section).
4. Students will follow the dress guidelines for all practices and the ceremony, or they will not be allowed to participate in the graduation ceremony. Students must remain properly dressed throughout the ceremony (See COMMENCEMENT ATTIRE Section).
5. Any student exhibiting inappropriate behavior during the ceremony will not be issued a diploma with other graduates but will be required to report to the principal's office on **Tuesday, May 30, 2023 at 9am.**
6. Each student and parent must have read and understood the information provided in the Graduation Information and Schedule of Activities Handout.

**STUDENT SIGNATURE:** \_\_\_\_\_

**PARENT SIGNATURE:** \_\_\_\_\_

### TICKET INFORMATION:

Deadline for student requests for tickets is Friday, March 24, 2023!  
Students will be informed as to the number of tickets they will receive shortly after Spring Break.  
All tickets are barcoded and each person, regardless of age, must have a ticket to gain entry to the graduation ceremony!

**ALL tickets will be distributed at graduation practice on Tuesday, May 23, 2023.**