

KELL HIGH SCHOOL CLASS of 2023



Commencement Information and Schedule of Activities

Monday, May 22, 7:30 PM

Kennesaw State University Convocation Center

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.

COMMENCEMENT TICKETS

- Guest tickets for commencement will be requested online by the graduate via the Student Portal. The graduate will request the number of tickets desired for their guests. However, the graduate is not guaranteed the number requested. Graduates who do not submit a request will receive 2 tickets. Once tickets are allocated, graduates and parents/guardians will be notified that the number of tickets granted may be viewed in the Student Portal.
- All tickets and GPA honor cords will be distributed at the mandatory commencement practice on May 18, 2023, from 9:00 AM-12:00 PM.
- Honor society paraphernalia will be distributed by the teacher advisor.
- Lost or damaged tickets cannot be replaced.

SENIOR CLEARANCE

- All fees for lost or damaged textbooks, media center materials, CCSD laptops and charging cords, school issued uniforms, parking, or any other materials owed to the school must be cleared by Friday, May 12, 2023.
- All seniors must be cleared in order to participate in the commencement ceremony and receive their diploma. Senior Clearance will take place after final exams have finished on Friday, May 12, 2023.

FINAL EXAMS

- Senior Final Exams are scheduled as follows:
 - May 11 3rd & 4th Final Exams
 - May 12 1st & 2nd Final Exams
 - *Exams will be given during the regularly scheduled class periods.*

COMMENCEMENT PRACTICE

- A mandatory commencement practice is scheduled for Thursday, May 18, from 9:00 AM-12:00 PM. PTSA will be providing breakfast in the Kell Cafeteria prior to the start of practice. All students planning to participate in the commencement ceremony are required to attend this practice.
- All policies, rules, and regulations of Cobb County School District and Kell High School will be enforced during the rehearsal.

COMMENCEMENT ATTIRE

- Graduates are expected to wear academic attire available from the school's graduation apparel vendor.
- Commencement is a formal ceremony of prestige and honor. To ensure the decorum of the ceremony and to provide consistency among schools, alterations to the mortarboard and gown will not be permitted.
- Dress for graduates will be as follows.
 - Dark dress slacks, dark socks, a collared shirt, and tie
 - Solid colored dark dresses (length no longer than the gown; collars should not show)
 - Dark dress slacks or a skirt with a blouse.
 - Dark dress 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.
- Graduates may only wear stoles, cords, and other insignia authorized by the school. Students will be required to remove any regalia not listed below:

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|---|--|
| <i>Honor Graduate (3.5 GPA)</i> | <i>Thespian Honor Society Cord</i> |
| <i>Latin Honor Society Cord</i> | <i>National Honor Society Stole</i> |
| <i>Kell Community Service Medallion</i> | <i>German Honor Society Cord</i> |
| <i>Spanish Honor Society Cord</i> | <i>National Social Studies Honor Society Cord</i> |
| <i>Mu Alpha Theta Cord</i> | <i>Military Regalia provided by the enlisted branch of service</i> |
| <i>National Art Honor Society Cord</i> | |
- Any student not following the dress code for the ceremony will be pulled from the line up at that time.
- The only item that the graduate should bring with them to the ceremony is a set of car keys, if necessary. There will be no secure storage provided for purses or phones, and these items will not be permitted to stay with students during the ceremony. Additionally, graduates will not be allowed to wear sunglasses during the ceremony.

COMMENCEMENT DAY

- Graduates must be at the Siegel Recreation Center with their cap, gown, and tassel on May 22, 2023, by 6:00 PM. The ceremony will begin promptly at 7:30 PM.
- Doors will open at 6:45 PM for all guests. A designated door will open at 6:30 PM for guests with disabilities and guests requiring individualized assistance.
- Following the ceremony, graduates will immediately proceed to the Campus Green. Family and friends may meet the graduates at the Campus Green.
- For the safety of all persons in attendance, CAPS (mortarboards) MAY NOT BE THROWN at any venue.
- Behavior at the ceremony must be exemplary. Please understand that disruption and misconduct in any form will not be tolerated. Any senior causing a disturbance or in any way conducting themselves inappropriately before or during the ceremony will be removed and will not be allowed to participate in the commencement ceremony.
- Should any damage result to the venue, district property, or vendor property, restitution will be the responsibility of the school whose graduates and/or audience causes the damage.

PARKING

- **KSU charges a \$10.00 parking fee per car.** Be prepared to pay with credit card or debit card only.
- **Graduates** are to park in the Central Parking Deck. Graduates are encouraged to 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

- Diplomas will be distributed Tuesday, May 23, 2023, between 1:00 PM-2:30 PM in the Kell HS Theater lobby.
- All fines and fees must be cleared, or outstanding materials returned, to receive a diploma and final transcript.
- Diplomas will only be distributed to the student or parent/guardian of the student. Please have identification ready at pick-up.
- Pick-up times are designated below by student last name.
 - A-Ga (1:00 PM – 1:30 PM)
 - Ge-M (1:30 PM – 2:00 PM)
 - N-Z (2:00 PM – 2:30 PM)

COMMENCEMENT PHOTOS

- During the commencement ceremony, all guests must remain in their seats. Guests may not stand in aisles or along railings.
- Guests are welcome to use cameras for still and video photography from their seat.
- The use of tripods, monopods, selfie-sticks, or other camera stabilizing devices is not permitted either inside or outside the venue.
- Kell has arranged for BPI Photography to take an individual photograph of your graduate. Each student will receive an emailed proof following the ceremony. You will place orders directly with the studio. If you have questions, please contact BPI Photography at www.bpiphotography.net or at 1-866-363-6936.

DVD SALES

- A video of the commencement ceremony will be professionally recorded. DVD sales will be made available online on the district graduation page (www.cobbk12.org/graduation).
- CCSD will provide a live webcast of the commencement ceremony which will be publicly available via the school district website (www.cobbk12.org/graduation).

FLOWER/GIFT SALES

- 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.

KENNESAW STATE UNIVERSITY SECURITY MEASURES

In accordance with Kennesaw State University requirements, all persons entering the Convocation Center must pass through a metal detection device. 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. **KSU** requires that all persons entering the facility must submit all bags for inspection by public safety personnel. Please allow extra time for entry as there may be delays.

Please see the description provided regarding clear totes and small clutches.

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



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).

COMMENCEMENT TIMELINE

Details for all events will be updated and shared via CTLS, our Class of 2023 Graduation Information page, and Kell Social Media accounts.

| Day | Date | Event |
|----------|--|--|
| All Week | May 8-12 | Senior Week |
| Thursday | May 11, 2023 | 3 rd & 4 th Period Final Exams |
| Friday | May 12, 2023 | 1 st & 2 nd Period Final Exams |
| Friday | May 12, 2023 | Senior Clearance & Senior Picnic: <i>Seniors will verify they have no outstanding fees, fines, or materials before having lunch in the stadium with a picnic, yearbook signing, and good times with their 2023 classmates.</i> |
| Thursday | May 18, 2023 9:00 AM - 12:00 PM <i>Kell Cafeteria/Main Gym</i> | Commencement Ceremony Practice & PTSA sponsored breakfast (mandatory) |
| Thursday | May 18, 2023 | PTSA sponsored sign decoration |
| Friday | May 19, 2023 | Academic Signing Day |
| Friday | May 19, 2023 | Bright Futures Parade: <i>At sundown, the Class of 2023 will parade around the campus, cars decorated, and celebrate the beginning of their next chapter. Spectators are welcome!</i> |
| Sunday | May 21, 2023 | Baccalaureate Ceremony: <i>PTSA will host the event where members of the Class of 2023 will share their memories from their four years at Kell. This event will be held at Piedmont Church at 3:00 PM. Graduates should plan to wear their Cap and Gown.</i> |
| Monday | May 22, 2023 8:30 AM <i>KSU Convocation Center</i> | Technical rehearsal for student speakers/performers |
| Monday | May 22, 2023 7:30 PM <i>KSU Convocation Center</i> | Commencement Ceremony |
| Tuesday | May 23, 2023 1:00 PM - 2:30 PM <i>Theater Lobby</i> | Diploma Distribution |

Direct any questions to Amy Sanders at amelia.sanders@cobbk12.org

For additional information and updates, please check the commencement page on the district web site: www.cobbk12.org/graduation.

**KELL HIGH SCHOOL CLASS OF 2023
COMMENCEMENT CONTRACT**

THIS CONTRACT MUST BE SIGNED AND RETURNED BY FRIDAY, MAY 5, 2023. STUDENTS WILL NOT BE CLEARED AND MAY NOT PARTICIPATE IN COMMENCEMENT WITHOUT A SIGNED CONTRACT.

We understand that to participate in the commencement ceremony these requirements must be met:

1. The student will attend the mandatory commencement practice and will follow all rules and policies for the school activity.
2. All financial obligations must be cleared by Friday, May 12, 2023. This includes, but is not limited to, return of textbooks, media center materials, CCSD issued laptops, and school issued uniforms and fine arts equipment; it also includes but is not limited to payment for lost textbooks, parking fines, athletic and/or fine arts equipment and uniforms, as well as CCSD issued technology. We ask that you turn in textbooks upon completion of your final exam or earlier. If you fail to resolve lost items and/or fines, you will be unable to participate in the commencement ceremony and could have your diploma and final transcript held.
3. Disruptive behavior at the ceremony will result in the student being removed from the ceremony and may result in a delay of the receipt of the student's diploma and final transcript(s).
4. A student may be denied the opportunity to participate in the ceremony if he/she is involved in any serious discipline event during the remainder of the 2023 school year.
5. Students will follow the dress guidelines and all Cobb County School District policies regarding behavior, dress, etc.
6. Any student improperly dressed for the ceremony will not be allowed to participate in the ceremony.

Print student's name and ID#

Student's signature

Date

Parent's or Guardian's signature

Date

Final Exams will be administered on May 11, and May 12, 2023, during your regularly scheduled class periods.

RETURN TO MRS. BELLOSO-PINTO IN THE FRONT OFFICE BY 3:30 PM FRIDAY, MAY 5, 2023.