

January 2010

Dear Senior Parents,

It is with both a sense of joy and sadness that we write to you today. As we celebrate the accomplishments of the Class of 2010, we are also aware that their time at Spalding is limited. On behalf of the administrators, faculty, and staff, we thank you for the trust and shared partnership during the last four years. It has been a privilege to provide your children with the challenges and opportunities that will support them in attaining their highest potential.

This letter contains important information about events of the second semester of Senior year. Please read carefully and retain it for future reference, especially information about graduation tickets.

### **SENIOR ACADEMICS**

During the last days of Senior year, it is imperative that the seniors remain focused on academics. Third quarter report cards will be distributed on **March 30<sup>th</sup>**. Fourth quarter senior deficiencies will be mailed home on **April 21<sup>st</sup>**. If your senior receives a deficiency, please contact the teacher immediately.

**A STUDENT WHO FAILS TO EARN THE REQUIRED TWENTY-SEVEN (27) CREDITS, HAS NOT COMPLETED THE SENIOR RESEARCH PAPER, AND/OR HAS NOT COMPLETED THE SERVICE REQUIREMENT MAY NOT PARTICIPATE IN THE COMMENCEMENT EXERCISES AND WILL NOT RECEIVE A DIPLOMA UNTIL ALL FAILURES HAVE BEEN MADE UP IN AN APPROVED SUMMER PROGRAM AND/OR ALL SERVICE REQUIREMENTS HAVE BEEN COMPLETED.**

### **SENIOR EXAMINATIONS**

Senior examinations will be administered **only to those students who earn less than a "B" average for the 3<sup>rd</sup> and 4<sup>th</sup> quarters. Please see the attached letter from Mrs. Mahar regarding Senior Examinations.** For those seniors taking exams, the examinations will be administered on Monday, May 10<sup>th</sup> through Thursday, May 13<sup>th</sup>. The schedule is:

Monday, May 10	Classes meeting periods 1 and 2 (A Schedule)
Tuesday, May 11	Classes meeting periods 3 and 4
Wednesday, May 12	Classes meeting periods 5 and 6
Thursday, May 13	Classes meeting periods 7 and 8 (A Schedule)

Seniors are required to be present in school only for their examinations at the regular class meeting times. Please see attached letter for more information.

### **COLLEGE ACCEPTANCES AND SCHOLARSHIPS**

In order to recognize the accomplishments of our seniors and to create an accurate listing of acceptances and scholarships, seniors should submit written verification of acceptances and scholarships to the Guidance Office by **Friday, April 30, 2010**. Attached to this letter is a form along with a return envelope for your convenience.

## **MEDICAL INFORMATION**

Archbishop Spalding maintains medical records for each student. These records include important information, including immunization records, which students will need later in life. These student medical records will be returned to seniors on May 26<sup>th</sup> after mandatory graduation practice. If you wish to pick up medical records personally, please contact Mrs. Maura Martin at 410-969-9105, extension 231. Medical records not picked up will be destroyed. For questions concerning student vaccination please contact Mrs. Maura Martin.

## **SENIOR BREAKFAST**

The Senior Breakfast will be held April 15, 2010, Period 1 through Homeroom in the Spalding Café. Volunteers are needed to help with senior breakfast. Please see the attached letter for more information.

## **SENIOR PROM**

The Senior Prom will be held on Saturday, May 8<sup>th</sup>, 7:00 – 11:00 p.m. The prom is a dance with hors d'oeuvres that will be held at Doubletree Hotel in Annapolis. The cost of a ticket will be \$10. Tickets can be purchased during lunch periods, April 20<sup>th</sup> – April 23<sup>rd</sup>. A professional photographer will be available if a student wishes to purchase formal pictures.

All school rules regarding the possession or use of alcohol or controlled substances will be enforced. In addition, it is the policy of Archbishop Spalding High School and the Doubletree Hotel to refer any violations to the Anne Arundel County Police.

The attire for the evening is formal. Students and their guests are expected to be well-groomed, neat, and dressed in an appropriate manner.

## **SENIOR DINNER**

An Archbishop Spalding High School tradition is for students and their families to enjoy each other's company and a repast before the students go their separate ways after graduation. We also take this opportunity to recognize the students who have earned academic honors/awards and other accomplishments. While every student is not individually acknowledged, this does not diminish their hard work over the last four years and our pride in their efforts. The event will be held at Michael's Eighth Avenue, in Glen Burnie, on Thursday, May 20<sup>th</sup> at 6:00 p.m. The cost is \$21 per person. Tickets may be purchased during lunch periods, April 27<sup>th</sup> – April 30<sup>th</sup>.

The attire for the evening is semi-formal. Students and their guests are expected to be well groomed, neat, and dressed in an appropriate manner.

For Gentlemen – Shirt, tie, dress slacks, and dress shoes, (jacket optional).

For Ladies– Skirt or dress of appropriate length or dress slacks. Ladies blouses/tops should not be revealing.

## **GRADUATION REHEARSAL**

Graduation rehearsal is MANDATORY. Rehearsal will be held on Wednesday, May 26<sup>th</sup>. Seniors should report to school by 10:00 a.m. on Wednesday, May 26<sup>th</sup> and will return to Spalding by 2:30 p.m. The day will include a brief meeting, a bag lunch and rehearsal. Buses will transport the seniors to and from the Cathedral of Mary Our Queen.

***The dress code mandated by the Cathedral is:***

For Gentlemen –Shirt, tie, dress slacks and dress shoes.

For ladies – Skirt, dress,or dress slacks. (NO MINI SKIRTS, NO BARE SHOULDERS OR MIDRIFTS, NO HALTER TOPS, NO SUN DRESSES, NO CAPRI PANTS.) It is strongly recommended that girls wear or bring the dress shoes they will wear for graduation. This will allow the girls an opportunity to practice walking in these shoes on the Cathedral floors, which are marble and can be slippery. **ANY STUDENT NOT DRESSED APPROPRIATELY WILL BE SENT HOME.**

An attitude of cooperation and reverence is essential at the graduation rehearsal.

**COMMENCEMENT EXERCISES**

It is an Archbishop Spalding High School tradition to include the Commencement Exercises within the Roman Catholic Liturgy, our central form of worship. The Commencement Exercises will take place on Thursday, May 27<sup>th</sup> at 7:00 p.m. As a Catholic school within the Archdiocese of Baltimore, we are honored to celebrate this Mass and the Commencement Exercises at the Cathedral of Mary Our Queen.

We hope that each senior will be able to receive four (4) tickets to the Commencement Exercises; however, with the size of this year's senior class it may be difficult. In addition, each senior's sibling who is a current Spalding student will receive one ticket to the Commencement Exercises. Tickets will be distributed to seniors at the graduation practice on Wednesday, May 26<sup>th</sup>. All tickets are open seating. Seats are available on a first come first seated basis. Saving seats for expected guests is unacceptable with the exception of an anticipated elderly guest. The Cathedral will be available for seating one (1) hour prior to the Mass. The Cathedral celebrates an evening Liturgy. Therefore, no one is permitted until 6:00 p.m. Handicap accessibility is available on the left side of the Cathedral. Please notify Kathy Mayer, the Campus Minister 410-969-9105 ext. 236 or email [mayerk@archbishopspalding.org](mailto:mayerk@archbishopspalding.org) for seating instructions pertinent to any guest who will remain in their wheel chair throughout the ceremony.

As we celebrate this special occasion in the lives of our children, we ask for your cooperation in maintaining an atmosphere of joyful solemnity. Please be mindful of the respect that is deserved in this holy place, no chewing of gum, no balloons or beach balls, and kindly remove all papers and programs when you leave your seat.

**GRADUATION TICKETS**

Occasionally a family does not need all of the four (4) tickets provided for Graduation. We ask that if you will not need all of your tickets, to please notify Ms. Melissa Hildt at [hildtm@archbishopspalding.org](mailto:hildtm@archbishopspalding.org) by Monday, April 19, 2010. Please provide the graduating Senior's name and the number of tickets that you will not be using.

**DRESS FOR GRADUATION**

The graduates will wear caps and gowns – red for gentlemen and white for ladies. These will be distributed to Seniors on Wednesday, May 26<sup>th</sup> after graduation rehearsal. Seniors must follow this dress code for graduation:

Gentlemen – white shirt, tie, long dark slacks and dress shoes.

Ladies – white dress and white dress shoes

The gowns will require a light pressing prior to wearing.

### **ARRIVAL AT THE CATHEDRAL FOR GRADUATION**

All seniors must be at the Cathedral on Thursday, May 27<sup>th</sup> by 6:00 p.m. Please take into account rush hour traffic at that time of day.

### **PARKING AT THE CATHEDRAL**

The Cathedral has an established traffic pattern. This pattern facilitates the flow of traffic entering and especially exiting the Cathedral grounds. Please park only in the designated areas and follow all parking signs. More detailed directions will be distributed to students with their graduation tickets. Please discourage any reckless driving after graduation.

### **PHOTOGRAPHS AT THE CATHEDRAL**

Cameras are welcome at the Cathedral. However, no guest may position themselves for pictures in the reserved areas for the Graduates or block the view of another guest with their camera. Please follow the directions of the ushers. A professional photographer will take pictures during the distribution of diplomas. Proofs of these pictures will be mailed to your home after Graduation.

### **GRADUATION TIMELINE**

A timeline of Senior events is included in this mailing. Please post it in a prominent place for future reference.

We hope this letter provides you with the information you need for the remaining weeks of senior year. Thank you in advance for your cooperation. May God continue to hold you and your family in the palm of His hand as we journey together towards graduation.