



## Senior Bulletin

To: Graduates of the Class of 2023

From: Mrs. McKenna, Principal  
Mr. Blair, Assistant Principal  
Mr. Keshigian, Assistant Principal  
Mrs. Lichtmann, Director of Guidance

Date: May 4, 2023

Subject: Senior Class activities and information regarding Graduation

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The weeks, days, and hours leading up to your graduation will be full of events and celebrations that will culminate with our 12<sup>th</sup> Commencement ceremony on June 9th here at Windham High School. This bulletin will provide you with information so you and your family can plan for those events, and so you will know what is expected of you during the exciting days ahead. We strongly urge you to discuss this information with your parents and keep them fully informed of changes along the way. A copy of this will also be sent to your parents/guardians.

Your acknowledgement and acceptance of the *Graduation Participation and Decorum Agreement* must be submitted to Mrs. McKenna **before sign-out can be completed June 6th.**

### Senior activities at a glance:

May 20	Grand March	5:00 - 5:45 pm	Windham High School
	Senior Prom	6:00 – 10:00 pm	Atkinson Country Club
May 31	Blue & Gold Scholarship & Award Night	6:30 pm	Windham High School
June 2	Last academic day in classes	7:52 - 2:17pm	Windham High School
June 5	Class sign out - Students expected to attend all classes.	7:52 - 2:17 pm	Windham High School
June 6	Senior Breakfast, Sign-out, Rehearsal	8:00 am – 12:30 pm	Windham High School
June 7	Mandatory Senior Meeting	8:00 -9:00 am	Windham High School
	Senior Field Day /Barbeque	9:00 - 2:00 pm	Windham High School

June 8	Golden Brook Breakfast	7:00 - 8:00 am	Golden Brook School
	Graduation Rehearsal	8:30 - 11:30 am	Windham High School
	Senior Cruise	4:00 - 10:00 pm	Buses depart from Windham High School
June 9	<b>Graduation</b>		
	Check in:	4:45 pm	Windham High School
	Ceremony:	6:00 pm	Windham High School Soccer Field
June 9-10	Last Night	11:00 pm – 5:00 am	Windham High School
*June 10	Rain date - Graduation		
	Check in:	8:45 am	Windham High School
	Ceremony:	10:00 am	Windham High School Soccer Field

**Grand March**  
**Windham High School**  
**Saturday, May 20, 5:00 - 5:45 pm**

Students should plan to arrive at WHS by 5:00 pm and report to the auditorium. The Grand March will begin at 5:15 pm with a procession out the front doors and proceed along the front of the building. The March will last approximately 30 minutes with the last student leaving for Atkinson Country Club at approximately 5:45 pm.

**Senior Prom**  
**Atkinson Country Club**  
**Saturday, May 20, 6:00 pm – 10:00 pm**

The Senior Prom will begin at 6:00 pm. All students are expected to arrive by 6:30 pm. Students and guests must have identification (school or drivers license) for entry. This is a formal affair and formal attire is expected. Students must have attended school on May 19 for a minimum of 2 full blocks in order to attend the event.

The prom will last until 10:00 pm. Students will not be allowed to leave prior to 9:30 pm. **Students wishing to leave the prom prior to 9:30 pm must submit a note signed by a parent/guardian to Mrs. McKenna by 11:00 am on Friday, May 19th.**

The Senior Prom is a school-sponsored activity. Despite the off-campus location, all school rules prohibiting being in the presence of, possession of, or use of alcoholic beverages, tobacco and/or any narcotic or controlled substance will be strictly enforced. These rules apply to being in the presence, possession, or use of alcohol or drugs in a car or limousine. **Failure to observe these school rules may prohibit you from participation in other senior activities including Graduation.**

**Blue & Gold Scholarship and Award Night**  
**Wednesday, May 31, 6:30 pm**

The Blue & Gold Scholarship Ceremony honors those seniors receiving academic awards and students receiving scholarships from community sponsors. Recipients of scholarships/awards will receive email invitations for themselves and their families prior to the event.

**Last Academic Day in Classes June 2**

Seniors final day in A day classes will be Thursday, June 1 and final day for B day classes will be Friday, June 2nd.

Final Examinations and/or Assessments may be administered to seniors on or before these dates. **Students must be present for all exams/ assessments** unless they are exempt. Senior exemptions from final exams apply to **full-year courses only**. In order to be exempt from a final exam/assessment, seniors must have met all of the following conditions:

- 90% or better average for each of the first three terms;
- 90% or better average for the Fourth Term as of the time of final exam/assessment;
- No more than four unexcused absences from the class.

**Class Sign-out Day**  
**Monday, June 5**

All seniors will receive a sign-out sheet during Block 1A on Monday, June 5. If you are a CTE student or have late arrival, please see Mrs. Grimes for your sign out sheet. Seniors will take these forms class-to-class, where teachers will sign the form, indicating that students have passed the class and **returned all books and other equipment**. **Seniors MUST remain in classes for the full 40 minutes.**

Teachers will not indicate a final grade, but rather simply indicate that the student has passed the class and returned school-owned items. This sign out sheet must be presented at senior sign out day on Tuesday, June 6.

**Senior Breakfast, Sign Out, & Graduation Rehearsal**  
**Tuesday, June 6, 8:00 am – 12:30 pm**  
**Windham High School**

On Tuesday morning, June 6th at 8:00 am, the Student Council will host a **Senior Breakfast**. After breakfast, senior sign-out will take place. During this sign out process, you will verify that you have met the following obligations.

- Mr. Hall                      All uniforms returned, locks returned, fees paid
- Ms. Morin                    All Media Center books and other materials returned
- Mrs. Lamontagne          Service Learning hours complete
- Technology Staff          Computers / chargers returned, repair fees paid in full
- Mrs. Carter/Mrs. Chartrand   Seniors will receive their immunization records
- Food Service Staff        Food service balance at \$0, or transferred to a younger sibling

- Guidance Staff            All requirements for graduation have been met, transcript / AP fees paid, Naviance up-to-date, exit survey completed
- Office Staff                All other financial obligations including missing books & equipment.

Following completion of this process, seniors will check out with Mrs. McKenna and receive their caps and gowns for graduation. **Graduation rehearsal will be held following the sign out, and is mandatory for all graduates.**

For all graduation rehearsals: please be prompt, prepare for a trip outside, and park in the student parking lot. Attendance at all graduation rehearsals is mandatory. Those not participating in rehearsal will not be allowed to participate in the graduation ceremony. Your promptness and undivided attention will mean shorter and more efficient rehearsals. **If you do not intend to participate in the graduation ceremony, please let Mrs. McKenna know immediately.**

*A Note Regarding Outstanding Obligations:* Students with outstanding obligations after June 7, may **NOT** be able to participate in the graduation ceremony. Examples include, but are not limited to, athletic uniforms that are not yet returned, missing textbooks, and laptop repairs for which payment has not been made.

### **Senior Meeting and Field Day**

**Wednesday, June 6**

**8:00 - 2:00 pm**

**Windham High School**

There will be a mandatory senior meeting beginning at 8:00 am in the auditorium. Students will receive their class t-shirt during the meeting. Following the meeting, the students will enjoy a field day and barbeque on the fields. Music, food, games and entertainment will be provided at no cost. This will be a great day to celebrate with your friends and Windham High School staff.

### **Golden Brook Breakfast - Sponsored by the PTA**

**Thursday, June 8, 7:00 – 8:00 am**

**Golden Brook School**

The day before graduation from 7:00 to 8:00 am the teachers at Golden Brook School invite seniors to join them for a celebration breakfast at Golden Brook. Don't miss this wonderful celebration, whether you attended Golden Brook or not!

### **Graduation Rehearsal**

**Thursday, June 8, 8:30– 11:30 am**

**Windham High School**

### **Senior Dinner Cruise**

**Thursday, June 8, 4:00 - 10:00 pm**

Tickets are \$110 and are available on Titan through May 12th. Buses will depart from WHS at 4 pm and will return around 10 pm.

**Graduation**  
**Friday, June 9, 6:00 pm**  
**Windham High School Soccer Field**

Windham High School wishes to recognize your academic achievement by honoring you and your class at the Graduation Ceremony on June 9th. It is important that the Commencement Exercises for the Class of 2023 reflect well upon you, your class, and Windham High School. It is expected that you will conduct yourselves with dignity and respect. *Students who fail to act in a dignified manner or who in any way violate school policies on alcohol or other illegal substances will be removed from the ceremony and will not be awarded a diploma at that time.*

**Graduation Attire**

Gown, stole, and cap  
Dress shoes (no excessively high heels,  
flip-flops or sneakers)  
Appropriate attire (ex. dress shirt & tie, dress,  
skirt, or dress pants)

Graduation caps may be decorated provided  
those decorations are appropriate, respectful,  
and two-dimensional.

**Students currently enlisted in the US Armed Forces** (Boot camp **completed**)  
may wear their uniform or a formal stole representing their chosen military branch.

**Arrival**

Graduates must check in at the Windham High School auditorium **no later than 4:45 p.m.** A class photo will be taken at that time.

**Campus Access & Parking**

The campus will be closed beginning at 2:45 pm. and will reopen at 4:00 pm. Each graduate will be provided one parking permit for on campus parking. No parking is allowed on the road between London Bridge Rd. and the high school campus.

**Handicapped / Elderly Guests**

Please contact Mrs. Merrill in the Main Office at 603 845-1558 x5801 ,if you have a family member in need of shaded seating. There will be no parking on the field. There will be golf carts available to transfer guests from the main parking lot down to the field. Each handicapped / elderly seating location will be set up to allow one (1) additional person to sit with the person requiring special accommodations. **Both guests will need to have a ticket if the ceremony is moved inside.**

**Photographs**

Photography will be provided by C3 Photographers.

**Television Coverage**

The graduation event will be livestreamed. The link will be available on the day of the event.

### **Inclement Weather**

In the event of inclement weather, a decision will be made at approximately noon on Friday, June 9th. The graduation would be held on Saturday, June 10<sup>th</sup> at 10:00 am on the Windham High School soccer field. If inclement weather is predicted for June 9<sup>th</sup> & June 10<sup>th</sup>, the graduation will be held in the Windham High School gymnasium on Friday, June 9 at 6:00 pm. If the ceremony must be moved indoors, tickets will be required for all guests. Each member of the Class of 2023 will ***receive 4 tickets*** that are **required for an indoor ceremony**. Notifications will be made via School Messenger.

**Last Night**  
**Friday, June 9, 11:00 pm - 5:00 am**  
**Windham High School**

### **Last Night**

The Last Night Committee hosts an all-night celebration for Class of '23 following the graduation ceremony. This event will begin at 11:00 pm graduation night and end at 5:00 am on June 10<sup>h</sup>.

An annual tradition at Windham High School, when our newest graduates are treated to an all night party. This event is held at Windham High School on the evening of their graduation and graduates are entertained overnight. Highlights of the evening include: live entertainment, a DJ, games, and an array of food, prizes and raffles.

Should graduation be held on Saturday, June 10th (due inclement weather), this event will be held on Saturday evening.

A link for registration can be found here: <https://bit.ly/WHS2023LASTNIGHT>

## **Graduation Participation and Decorum Agreement**

*Must be returned to Mrs. McKenna on June 6th*

The Windham High School Graduation Ceremony represents a very important event not only for our graduates and their families and friends, but also for the community.

The following regulations regarding the graduation exercises have been established to maintain a dignified and respectful graduation ceremony. It should be understood that participation in all senior activities including graduation is a privilege and can be revoked at the discretion of the Principal.

1. No objects of any kind (beach balls, bubbles, signs, balloons...) will be permitted at the graduation ceremony. Anyone found in possession of any item that would disrupt the ceremony will not be permitted to participate in the ceremony. That person will be sent home and will receive their diploma at a later date.

2. Any student who is found to be in possession of alcohol or an illegal substance or to have consumed or used alcohol or an illegal substance prior to arrival at Windham High School will also be sent home and will receive their diploma at the high school at a later date.

3. Except for the time when their name is called to come forward to receive their diploma, a student who leaves their seat will be removed from the ceremony. Students who behave inappropriately either in action or in words will also be removed from the ceremony.

By signing this form, you are indicating that you have read these requirements and are aware of the expectations for appropriate behavior. Thank you for your cooperation. We look forward to a wonderful graduation.

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*Student name (printed)*

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*Student signature and date*