



City Honors School

AT FOSDICK-MASTEN PARK

William A. Kresse, Ph.D. PRINCIPAL

Alicia E. Barinas ASSISTANT PRINCIPAL

Tandy J. Hamilton ASSISTANT PRINCIPAL

Angela R. Hannah ASSISTANT PRINCIPAL

June 10, 2022

Dear Parent/Guardian of a CHS Senior:

I am writing to address a number of important issues related to the completion of your child's education at City Honors:

- Over 95% of our seniors have been participating in the **Senior Service Learning Initiative (SLI)**. SLI began on Monday, May 16th and will end on Tuesday, June 14th. Seniors must submit their time log and reflection sheet to the main office by the end of the day on Friday, June 17th. These documents were handed out at our final senior meeting, have been available in the metal rack outside the IB office, and have been scanned and can be found in the Family Resources section of cityhonors.org.
- The online senior exit survey was due at the beginning of May. Any senior who did not fill it out will not have their school transcript sent to the school they are planning to attend next year, will not have the free IB transcript sent to their school, and will have "Undecided" as their destination in the printed graduation program. [The survey is still open](#), and seniors who did not fill it out should do so immediately. We cannot guarantee the information will make the printed graduation program, but if it is filled out before June 24th, the IB and CHS transcripts will be sent.
- In February, seniors were provided IB PIN sheets by Mrs. Vircillo-Franke, so that they could upload their Literature HL essays. They were told at the time that they needed to keep that information to access their IB scores. Using any browser but Safari, grades can be checked starting in the late morning of Wednesday, July 6th. Seniors will not know their scores without this information sheet. If this sheet was misplaced, they must [email Mrs. Banas](#) on or before June 23rd.
- Seniors who have not paid their senior dues, owe money for IB examinations they did not take, owe library books, debts, laptops, charging cords, team uniforms, SLI forms, etc. need to resolve these issues prior to graduation.

Remaining Important Dates for Seniors:

- **June 14** -Last Day of Senior Service Learning Initiative
-Laptop and charger return (in Aud)
-Yearbook distribution (in Aud)
- **June 17** Senior SLI Time Logs/Reflections due to Main Office
- **June 23** Graduation Day
-10:30 am: Mandatory Graduation Rehearsal at Kleinhan's Music Hall
seniors must attend in order to participate in graduation
-6:00 pm: Graduates arrive to prepare and get into formation for the procession
-7:00 pm: Graduation procession begins



Important Information About Graduation:

- Our keynote speaker will be the Hon. Sean M. Ryan, New York State Senator (also the father of two CHS graduates).
- Please remember that you do not need a ticket to attend the CHS graduation ceremony at Kleinhan's Music Hall. We invest in use of the hall so that families can bring as many people as they want to share this special day with their child.
- Please plan to arrive early as free parking is limited to side streets. If you want to park in the actual Kleinhan's parking lot, there is a charge of \$10. The school does receive these proceeds.
- Families may not bring any noisemaking devices to graduation.
- **Students may not alter their graduation cap and gown in any way or they will be removed from the procession into Kleinhan's and not allowed to participate in the ceremony.**
- More about student dress: All students should dress appropriately for this formal ceremony. We encourage students to wear a tie or blouse under their graduation robes to fill the space of the v-neck in the gown. Students should not wear shorts or high heels, sandals or flip-flops, as they will be walking up and down stairs and narrow risers.
- Families are asked to remain at their seats out of consideration for other guests. We have secured a photographer to take a photo of each graduate as they receive their diploma. There will be a website and access code published in the graduation program that can be used to order your child's photo. To keep pricing as low as possible for families, the school chooses not to profit from these sales.
- Students should take their gown out of the packaging and hang it immediately after getting home from rehearsal – otherwise, the gown will be wrinkled. Tip: hanging it in your bathroom works well as the steam from the shower takes most wrinkles out. Do not iron the gown or stole.
- Be careful to not lose your tassel when taking the gown and cap out of the bag (we do not have extras).
- A white (Diploma course candidates) or silver (Diploma candidates) stole will be given to each student to wear as a part of the graduation costume.
- No extra cords or medals may be worn with the graduation costume.
- Graduates should not chew gum during the ceremony.
- All personal belongings should be given to family members before entering the staging area for graduates downstairs at Kleinhans. Graduates will not be permitted to have bags, purses, cell phones, cameras, water bottles, etc. with them during the ceremony.
- Please note that only diploma covers are handed out to the graduates during the ceremony. All students should report to the Mary Seton room following the ceremony to pick up their actual diploma and an envelope containing other important documents from our school counselors. Students with issues that have not been resolved will not receive their graduation envelope the night of graduation and may contact the school the following day to schedule an appointment with an administrator.

- All policies relating to student conduct during the regular school year remain in force during graduation. Misconduct, distractions, defiance of procedures and/or lack of compliance with dress code requirements may result in a graduate's diploma being retained by the school until resolution of disciplinary issues and family conference in the days after graduation.
- Colleges will be mailed school transcripts by mid-July when official transcripts become available from the school district. Colleges and universities understand that New York State public schools send transcripts later in the summer due to school ending at the end of June.

After careful consideration, the faculty committee has selected the following students to participate in stage duties:

Superintendent's Message: Anyiang Yak

Class Gift: Charlotte Pafk, Tobias Trueheart, Aaron Weinmann

Class Address: Manuneethy Anpalagan

Introduction of Keynote Speaker: Kennedy Rutledge

Students listed above should [contact Mrs. Banas](#) as soon as possible to prepare for their duties. As is our tradition at City Honors, the roles above have been assigned to represent a cross-section of the personalities and interests of the Class of 2022. These students are not receiving individual distinction but will be representing their classmates in the duties they are completing. The unique nature of CHS graduation since the school's inception has been celebrating the journey, accomplishments and learning of the entire class.

I have greatly enjoyed working with your child over the years. My most sincere hope is to see them off to a successful and safe completion of their time at City Honors. Thank you for the ongoing support of your child during these final months.

Sincerely,



William A. Kresse, Ph.D.
Principal