

# Guidelines and Regulations

## Graduation Pictures/Videos

Marc Nathan Photographers will take a picture of each senior as the diploma is given. Mr. Nathan will send a photograph proof to your home address with an order form included.

The graduation videotaping will be done by Coastal Productions. Order forms and information will be provided by each campus.

Students who have a privacy code of "N" or "O" will need to submit the Authorization for an Exception to the Directory Information Code for Senior-Related Vendors form in order to receive mailings with information regarding graduation photos and videos.

## Diplomas

During the ceremony, students will be handed the diploma cover only. Diplomas will be available for pick-up at a time designated by each individual campus.

### TEXAS EDUCATION CODE

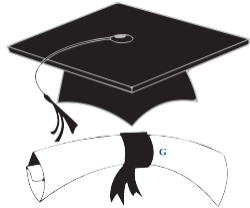
As required by statute, beginning with students entering grade 9 for the first time in 2011-2012 and thereafter, students must meet state minimum standards on the State of Texas Assessments of Academic Readiness (STAAR) End-of-Course (EOC) assessments for specified high school courses in which they are enrolled as part of their graduation requirements. Students must meet this requirement in order to be eligible to receive a Texas diploma. (Texas Education Code 39.023 (c))

### LOCAL BOARD POLICY

Beginning with students entering grade 9 in the 2011-12 school year, a student who entered shall meet all state and local graduation requirements, including all applicable state testing, to be eligible to participate in commencement activities and ceremonies. (FMH LOCAL)

## Final Transcripts

All colleges and universities require a final transcript. Be sure you turn in the Final Transcript Request Form to the Registrars' Office. Complete name and address of the student's selected college and/or university is required.



It is the policy of Katy ISD not to discriminate on the basis of sex, disability, race, age, religion, color or national origin in its educational programs and/or activities nor in its employment practices.

Campus Administrative Support Department  
February 2017

Non Profit Org.  
U.S. Postage  
**PAID**  
Katy, Texas  
Permit No. 86

**Katy Independent School District**  
6301 South Stadium Lane  
Katy TX 77494

Katy Independent School District

# Commencement Ceremonies



Leonard E. Merrell Center  
6301 South Stadium Lane  
Katy, TX 77494



# Commencement Ceremonies

## Obra D. Tompkins High School

Friday, June 2, 2017 • 2:00 PM

## Seven Lakes High School

Friday, June 2, 2017 • 7:00 PM

## Mayde Creek High School

Saturday, June 3, 2017 • 9:00 AM

## Taylor High School

Saturday, June 3, 2017 • 2:00 PM

## Morton Ranch High School

Saturday, June 3, 2017 • 7:00 PM

## Cinco Ranch High School

Sunday, June 4, 2017 • 2:00 PM

## Katy High School

Sunday, June 4, 2017 • 7:00 PM

## Raines High School

Monday, June 5, 2017 • 7:00 PM

**Students must report to LMC designated areas at the following times:**

OTHS	12:45PM
SLHS	5:45PM
MCHS	7:45AM
THS	12:45PM
MRHS	5:45PM
CRHS	12:45PM
KHS	5:45PM

## Reminder

**W**e want to remind all Seniors, as well as guests, that Commencement is viewed as a time of achievement, recognition, and most of all - dignity.

**W**e want to make this day important and memorable for you and your student.

## Rehearsals and Tickets

### Rehearsals at the Merrell Center

#### Tuesday, May 30, 2017

Obra D. Tompkins High School • 1:00PM (Modified)  
Seven Lakes High School • 3:00PM (Modified)

#### Wednesday, May 31, 2017

Taylor High School • 2:00PM (Modified)

**Mayde Creek High School • 3:30PM (FULL)**

#### Thursday, June 1, 2017

Morton Ranch High School • 12:30PM (Modified)  
Cinco Ranch High School • 2:00PM (Modified)  
Katy High School • 3:30PM (Modified)

**Student attendance at rehearsal is mandatory both at Campus and LMC.**

### Ticket Information

Graduation ceremonies will be at the Leonard E. Merrell Center in Katy ISD. To ensure that each family will be able to have a chance to see their son or daughter graduate, Katy ISD and each individual high school have established a process for distributing tickets to each graduating senior. The following are general guidelines:

- \* All graduating seniors must complete a Ticket Request Form, which will be **handed out March 29th – March 31st**.
- \* No changes will be allowed to the Ticket Request Form after it is turned in (**due in the senior office April 19**).
- \* Forms should be signed by student and parent.
- \* Tickets are required for every person over two (2) years old. No one will be admitted without a ticket.
- \* Lost tickets will NOT be replaced.
- \* Tickets will be **handed out to students on campus May 3-5**.
- \* **Information about this process is available at each campus.**

Any tickets not requested by graduates will be distributed at the Merrell Center box office on a first-come, first-served basis one hour prior to the graduation ceremony. For persons who do not have arena tickets, we have made arrangements for closed-circuit video in the ESC Board Room. In addition the graduation ceremonies are streamed live via [www.merrellcenter.org](http://www.merrellcenter.org) and can be viewed from home. We believe that the distribution of tickets for graduation is the best way for us to ensure that every graduate's family is guaranteed seating in the Center. We look forward to sharing this special event with your student and your family.

**Family members requiring wheelchair access will be assisted by LMC personnel and directed to available seating options.**

## Guidelines and Regulations

### \* Spectator Guidelines

- \* Guests will be allowed to enter the Merrell Center 75 minutes prior to the start of the ceremony. At the request of the Fire Marshal and Katy ISD Merrell Center officials, the following guidelines must be strictly followed:
- \* Do not block or stand in the aisles or ramps to take pictures.
- \* Only Katy ISD approved photographers are permitted on the floor.
- \* No helium balloons are permitted.
- \* No air horns are allowed.
- \* No signs of any kind can be attached to the railings or walls.
- \* No spectators are allowed in the area where the graduates are lined up for processional.
- \* No laser pointers are allowed.

### Student Guidelines

- \* The following are general guidelines provided for the students. Each individual campus will have more information and specific guidelines to which all students must adhere in order to walk at graduation.
- \* **Do not bring cameras, cell phones, laser pointers, etc. They will be picked up. Cell phones will not be returned if picked up.**
- \* **Gown must be pressed before graduation ceremony and carried into LMC.**
- \* Cap is worn flat, parallel to floor. No decorations on cap. Tassel is on the left side.
- \* Recognition at Commencement Ceremonies: Cords and cowls are worn during commencement ceremonies to exemplify academic excellence. Exemplary achievement medals may be worn when approved by the principal. The following criteria for cords, cowls, and medals have been established for commencement ceremonies:
  - o **CORDS** High honor graduates, Honor graduates, graduates completing 60 hours of confirmed community service through campus-sponsored service efforts, graduates who have earned a cord from a state or national/international organization for scholarship, service or leadership as approved by the principal, and senior members of the Superintendent's Student Roundtable.
  - o **COWLS** National Honor Society, senior class officers, valedictorian, and salutatorian only.
  - o **MEDALS** District-awarded medals for students graduating under the Katy Distinguished Achievement Plan, medals earned with a KISD Award of Excellence, medals won for state or national-level awards (principal's approval required) or campus-awarded medals for students who have met campus-designated requirements (principal's approval required).
- \* Females: Wear clothes and shoes that complement the gown. No bright clothing. Hosiery must be of neutral shade. Do not wear corsages, jewelry, or purses. Bring a large safety pin to pin keys to gown or dress.
- \* Males: White or pastel shirt with tie (no bow ties), dress pants, dark socks, and dress shoes. Facial hair must be clean and well-groomed and not distracting or conspicuous.
- \* No tennis shoes, flip-flops, or combat boots.
- \* If a student violates discipline guidelines, or dress code guidelines, the student will not participate.