

John F. Kennedy High School



Class of 2019

Senior Class Activities, Calendar and Commencement Instructions

Joe Rubens, Principal
Keir Lewis, Assistant Principal
Ryan Harrigan, Assistant Principal
Kaleisha Wright, Assistant Principal
Jae Hwang, Assistant Principal
Kevin Jefferson, Academy Coordinator
Kia Davis, Senior Class Advisor

“...and the glow from that fire can truly ignite the world.”

~John F. Kennedy

JOHN F. KENNEDY HIGH SCHOOL

1901 RANDOLPH ROAD, SILVER SPRING, MARYLAND 20902

MAIN OFFICE (240) 740-0100 ♦ MAIN OFFICE FAX (301) 929-2240 ♦ COUNSELING (240) 740-0105
OFFICE OF THE PRINCIPAL

April 11, 2019

Dear Parents/Guardians of the John F. Kennedy High School Class of 2019,

I share your excitement as we prepare for what I know will be a memorable commencement experience for your 2019, Graduate. On Friday, June 7, 2019, your son/daughter will have achieved a major milestone in their life. The enclosed information will assist you in planning for the next several weeks as your young adult prepares to conclude his or her senior year. Please read all of the information and pay particular attention to all deadlines.

The following information is enclosed:

Senior 2019 Timeline
Class of 2019 Commencement Information
Senior Fact Sheet 2019
Commencement 2019 Ticket Request
Commencement 2019 Transportation Request

If you have any questions or concerns, please contact Ms. Kia Davis, Senior Class Sponsor and Commencement Coordinator, at 240-740-0130.

Sincerely,

Joe Rubens
Principal

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SENIOR TIMELINE

Date	Event
Friday, May 3 – Friday, May 24	International Baccalaureate (IB) & Advanced Placement (AP) Testing
Friday, May 3	Last Day to Submit SSL Hours to Mrs. Wilson
Monday, May 6 – Friday, May 10	High School Assessments
Friday, May 10	Senior Prom @ 8:00 pm Mayflower Hotel
Thursday, May 16	JFK Senior Academic Awards Night
Friday, May 17	Last Day to Pay Obligations (Business Office)
Friday, May 17	Extra Graduation Ticket Request Deadline
Friday, May 24	Last Day for the Class of 2019 & Senior Trip
Wednesday, June 5	Transportation Reservation Deadline
Wednesday, June 5 Thursday, June 6	Mandatory Graduation Rehearsals @ 7:45 am
Friday, June 7	Graduation @ 10:00 am D.A.R. Constitution Hall

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CLASS of 2019 COMMENCEMENT INFORMATION

COMMENCEMENT INFORMATION

- Friday, June 7, 2019, at **10:00 a.m.** at D.A.R. Constitution Hall in Washington, D.C. (18th and D Streets, N.W.).
- Graduates report by 8:30 a.m.
- Classes will not be held for students of John F. Kennedy High School on commencement day.
- Parents/Guests should plan on arriving early as the doors open at 9:30 a.m.
- **EVERYONE ATTENDING COMMENCEMENT MUST HAVE A TICKET.** Children requiring a seat **MUST** have a ticket.
- The Principal will address the audience and read a decorum statement at 9:50 a.m.
- Doors to the public will be closed at 10:00 a.m. and the lobby cleared for graduates.
- Doors will reopen after the procession has ended; **NO** seating on the main floor after the processional.

TRANSPORTATION/PARKING

- Daytime metered street parking is available but limited. Monday through Saturday, four-hour parking is enforced from 6:30 AM to 10:00 PM for most meters.
- Arrangements have been made with the George Washington University to permit the use of their parking facilities (on a space-available basis) during the week of commencements. The two visitor locations are the Marvin Center Garage (on H Street, NW, between 21st and 22nd streets) and the University Parking Garage, (on I Street between 22nd and 23rd streets).
- Colonial Parking operates a parking garage at 1800 G St. NW, within a few blocks of DAR Constitution Hall. Colonial Parking is aware of the event schedule at DAR Constitution Hall and often operates these garages late to accommodate the Hall's patrons. Please contact Colonial Parking at (202) 295-8200 to confirm hours of operation.
- Metro is very convenient. For directions call 202-637-7000.
- We can provide buses to commencement. (See enclosed letter regarding fees and departure time.)

ACCESSIBILITY INFORMATION

A doorman/ticket taker and security officer will be stationed at the D Street entrance of D.A.R. Constitution Hall for the convenience of all patrons with disabilities who arrive by vehicle or use the driveway to avoid the front steps.

- Students requiring handicapped seating for parents/guests should email or leave a phone message for Ms. Kia Davis at 240-740-0130, or email her at Kia_P_Davis@mcpsmd.org as soon as possible.
- No wheelchairs are permitted in the aisles.
- Seeing-eye dogs are permitted to accompany the owner and will be permitted under the seat or at the owner's feet.

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SIGNING AND LANGUAGE INTERPRETATION

Individuals who need sign language interpretation or any other special assistance to participate in the commencement exercises should contact the Office of Interpreter Requesting Services at 301-517-5539, by voice or TTY Sorenson video phone. Please give as much notice as possible to enable staff to provide the accommodation requested. Interpreter services can be submitted on the website at www.weinterpret.net/education.

COMMENCEMENT REHEARSAL

All graduates must attend rehearsal on Wednesday, June 5, 2019, and Thursday, June 6, 2019, at 7:45 a.m. in order to participate in commencement. There are no exceptions. **Students receive their tickets and their cap and gown packages at the end of commencement rehearsal on Thursday, June 6, 2019.**

COMMENCEMENT CEREMONY EXPECTATIONS

Seniors must be in the processional line in order to participate in the ceremony. Seniors are reminded to wear appropriate attire, since this is a formal affair.

- BOYS:**
1. Wrinkle-free black academic robe with earned hoods, cords, pins, and stoles
 2. Black mortarboard (cap) with tassel (on left)
 3. Black dress pants
 4. Dress shoes with socks
 5. White shirt with collar and tie
 6. Jewelry should not be worn on outside of academic robe

- GIRLS:**
1. Wrinkle-free black academic robe with earned hoods, cords, pins, and stoles
 2. Black mortarboard (cap) with tassel (on left)
 3. Dress or skirt and blouse
 4. Dress shoes

No jeans, tennis shoes, etc. will be permitted. This is a special event and everyone is expected to dress accordingly.

Students who have not purchased a cap and gown or cleared all financial obligations from the school by Friday, May 31, 2019, will not be permitted to participate in the ceremony.

PROPER GRADUATE BEHAVIOR FOR COMMENCEMENT

The **GRADUATES** will be briefed at commencement rehearsal about proper behavior. Any graduate who believes that he/she has the right to behave in an inappropriate manner will be escorted from the hall and will not participate in the rest of the ceremony. He/she will receive his/her diploma at a later time.

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PARENT/GUARDIAN & GUEST BEHAVIOR FOR COMMENCEMENT

PARENTS are reminded that they, too, are attending a formal, dignified event. We appreciate your enthusiasm for your child's achievements. We ask that you **REFRAIN** from yelling to graduates as they march in or walk across the stage. Remember, you are not the only person to have a child graduating. Please respect others around you as well.

Please do **NOT** bring balloons as security at D.A.R. Constitution Hall will not permit them in the hall. Also, remember to switch off your cell phone once the ceremony begins.

TICKETS FOR COMMENCEMENT

Tickets for commencement will be distributed to each graduate at commencement rehearsal. No one is allowed to pick up tickets for another student. **Each graduate will receive 7 tickets.** We realize that some graduates have more than seven (7) people to invite while others have fewer people. D.A.R. Constitution Hall holds approximately 3,000 guests. People with tickets will be admitted first. At 10:00 a.m. the processional will begin, and when it is over, any persons wanting to come in may do so if seating is available. (See attached form to request extra tickets)

PLEASE DO NOT CALL ABOUT OBTAINING EXTRA TICKETS.

SENIOR PROM

The Senior Prom will be held on Friday, May 10, 2019, from 8:00 p.m. until 12:00 midnight at The Mayflower Hotel, 1127 Connecticut Ave NW, Washington, DC 20036. The tickets are \$90.00 per person for Kennedy students and \$95.00 for guests. Tickets will be sold through May 9, 2019. **All obligations must be addressed by the Business Office prior to obtaining tickets.**

POST-PROM PARTY

The Post-Prom Party will be held from 12:30 a.m. until 3:00 a.m. at White Oak Bowl, 11207 New Hampshire Ave, White Oak, MD 20904. The post-prom will be free to students who attend the prom.

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SENIOR FACT SHEET 2019

PROM:

Prom: Friday, May 10, 2019, 8:00 p.m. - 12:00 midnight. Must have transportation home.

Location: The Mayflower Hotel, 1127 Connecticut Ave NW, Washington, DC 20036

Entry: Doors Close at 9:15 p.m. NO RE-ENTRIES.

Dress: Appropriate Gowns – No see-through or low-cut gowns.

Non-John F. Kennedy HS guests must fill out pre-authorized form available in the main office.

Mandatory photo ID required for entry.

Dancing: No inappropriate dancing.

Code of Conduct: All MCPS/JFK rules are in effect. (No Alcohol/Dangerous Substances/Firearms).

NOTE: Any student suspended (in school or out) WILL NOT BE PERMITTED to attend the prom.

POST-PROM:

Post-Prom party at the White Oak Bowl, 11207 New Hampshire Ave, White Oak, MD 20904 from 12:30 a.m. – 3:00 a.m. This event is free if you attend the prom- General Admission \$10.

AWARDS PROGRAM:

Date & Time: Thursday May 16, 2019 at 6:30 p.m.

Dress: Business Casual – (No Jeans or Athletic Shoes)

Guests: By Invitation Only

COMMENCEMENT REHEARSAL (2 DATES):

#1 - Date: Wednesday, June 5, 2019 @ 7:45 a.m. in the Large Gym. BE ON TIME!

#2 - Date: Thursday, June 6, 2019 @ 7:45 a.m. in the Large Gym. BE ON TIME!

CAP\GOWNS:

Make sure that your cap & gown fits and is **pressed with a cool iron.**

GRADUATION REQUIREMENTS:

Student Service Learning Hours (75), Credits (22), and Passed High School Assessments

POST HIGH SCHOOL INFORMATION:

Students should report what colleges and universities they have been accepted to or rejected from to Ms. Casey in the Career Center. Students should also provide Ms. Casey with scholarship offers and post high school plans whether it is college, trade school, military or work. This information may be provided in person or by email no later than **Friday, May 17, 2019.**

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Commencement 2019 Ticket Request

Please complete and return this form only if you need additional tickets for the commencement ceremony. Seven (7) tickets will be provided to each graduate who participates in the ceremony. If you need more than the allotted seven tickets, you may request up to 3 additional tickets. Please complete the bottom of this form. Please do not request extra tickets if you do not absolutely need them.

All tickets will be handed out at the last mandatory commencement rehearsal, which is scheduled for Thursday, June 6, 2019. **If your child does not attend all mandatory rehearsals, he/she will not receive any tickets.**

This form is the only way to request extra tickets. Requests will be granted on a first come, first served basis until all tickets have been reserved. **Requests must be submitted by Friday, May 17, 2019.** Requests received after this date will not be honored.

If you have any questions, please feel free to contact Ms. Kia Davis, Commencement Coordinator at 240-740-0130.

Sincerely,

Joe L. Rubens
Principal

Please return to the main office by Friday, May 17, 2019.

Student Name _____ ID #: _____

Parent/Guardian Name _____

Phone Number _____

Number of extra tickets requested (beyond the 7 already allotted) _____

Names and relationship of guests for whom you are requesting additional tickets:

Name	Relationship
1.	
2.	
3.	
4.	

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Commencement 2019 Transportation

Our 2019 Commencement Exercises will be held on Friday, June 7, 2019, 10:00 a.m., at D.A.R. Constitution Hall.

There will be no classes held at John F. Kennedy (JFK) High School on commencement day.

As some of you may be aware, parking at D.A.R. is at a minimum. In order to make things easier for you, we would like to provide chartered, air-conditioned buses to and from commencement for family members (**only**) of our graduating seniors. A fee of \$20.00 per person will be charged to secure a seat on the bus. Seating will be reserved on a first come, first served basis. If you are interested in securing a seat on the bus, please make payment online at <http://osp.osmsinc.com/montgomeryMD>, before June 6, 2019. **Buses for family and friends will depart promptly from JFK at 7:15 a.m., and return upon the conclusion of the commencement exercises.** Buses will be located on the Randolph Road side of the building in the school's bus loop.

If you have any questions, please contact Ms. Marjorie Peoples, Business Manager, at (240) 740-0065.

Sincerely,

Joe L. Rubens
Principal



Online payment for school activities - Credit and Debit Cards accepted

<http://osp.osmsinc.com/montgomeryMD>