



“Effort Creates Intelligence”

335 Manor Avenue
Downingtown, PA 19335
www.dasd.org

May 1, 2023

Dear Parents,

The graduation season has arrived. Currently, seniors are completing three weeks of intense IB exams and enthusiastically preparing for the senior prom. This special time of year is for students, parents, and staff to celebrate the many years of experiences everyone has shared, say goodbye to longtime friends, and for the students it is a time to start the next chapter in their lives. The graduation ceremony is an event where parents, teachers, students, school board directors, and administration gather to celebrate the accomplishments of the seniors who have completed their secondary education.

The goal of the administrative team is to provide each family with a dignified and special graduation ceremony. Likewise, safety is always of the utmost concern. Senior behavior during the ceremony must be respectful and courteous. Accordingly, we will not tolerate disruptive behavior during rehearsals or the commencement program. We expect the Class of 2023 to continue to be as exemplary as they have in the past, and we will accept nothing less.

The following is an overview of the graduation requirements and expectations. We ask for your help in assuring that your students adhere to these guidelines.

- ❖ Please urge your students to dress appropriately for this special ceremony. Students should wear a button-down shirt with tie, dress pants, and dress shoes; or dresses, blouses, and skirts or dress pants and dress shoes as appropriate. **In addition, due to the turf, only wedge heels or flats will be permitted. Students are not permitted to wear flip-flops or beach-style footwear.** Students who do not dress appropriately will not be permitted to participate.
- ❖ **Parking and Seating for Persons with Disabilities** will be available. **Future graduates should use their DASD student email to complete the [STEM Academy Parking/Seating Survey for Persons with Disabilities](#) no later than Thursday, May 25, 2023 in order for us to obtain an accurate count and have tickets readily available.** These tickets will be available for students to pick up in the main office immediately following practice on Tuesday, June 6th.
- ❖ Parents and guests are not permitted on the athletic field at any time. Students will be seated facing the goal post and both sides of the stadium will be open for families and guests.
- ❖ Mandatory Commencement practice exercises will be held on the following dates:
 - ❖ **Indoor Rehearsal**: Tuesday, June 6 at 7:40 a.m. Students will report to the STEM Academy Gymnasium, where they will pick up their cap and gown.
 - ❖ **Outdoor Rehearsal**: Wednesday, June 7 at 9:00 a.m. Students will report to the STEM Academy Auditorium upon arrival. The senior picnic will follow immediately after the completion of practice. Students will be issued an envelope with tickets for the commencement ceremony.
 - ❖ Both commencement practices are mandatory. If a student does not attend both practices, they will **NOT** be permitted to participate in the ceremony on June 8.

Art Campbell
Head of School

Susan Boardman
Internship & Partnership Leader

Katherine Cole
Dean of Academics & Student Life

Michael Sheehan
Dean of Curriculum & Instruction

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- ❖ Every effort will be made to hold the commencement ceremony outdoors at Kottmeyer Stadium. Due to construction at Downingtown West High School we are unable to hold our graduation ceremony indoors in the West Campus Wagner Gymnasium, and will need to make alternate arrangements in the event of inclement weather on the evening of June 8.

<p><u>Clear Weather Plan:</u></p> <p>June 8 at 6:00 p.m. – Kottmeyer Stadium</p> <p>All 10 tickets may be used for the Outdoor Commencement Ceremony.</p> <p><u>*In the event of rain on June 8, a decision will be made by 1:00 pm to move to the Inclement Weather Plan.</u></p>	<p><u>Inclement Weather Plan:</u></p> <p>*If the forecasted weather on June 9 is clear, our ceremony will move to either 10 a.m., 2 p.m., or 6 p.m. on June 9 at Kottmeyer Stadium.</p> <p><i>(The time for our make up ceremony, will be dependent upon if the East and West Ceremonies are held on their regularly scheduled dates, June 6 and June 7.)</i></p> <p>**If weather is forecasted for rain on both June 8 and June 9, a decision will be made by 1:00 pm, on June 8, to move our ceremony indoors at Downingtown East High School at 6:00 p.m. on June 8.</p>
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- ❖ **Tickets will be required** for **both** the outdoor ceremony (Kottmeyer Stadium at the Downingtown Alumni Athletic Complex in Downingtown) or indoor (Boyer Gymnasium located on Downingtown East Campus in Exton). The commencement ceremony will be available to view through a livestream link posted to our websites, and emailed to parents, regardless of weather.

- ❖ **Outdoor Commencement:** Each student will receive ten (10) blue tickets.
- ❖ **Indoor Commencement:** Each student will receive four (4) yellow tickets for the ceremony in the Boyer Gymnasium and four (4) tan tickets for the East auditorium where closed circuit television will be provided. On Commencement Day, seniors **must be in their** assigned rooms at the STEM Academy 90 minutes prior to the start of the **outdoor** ceremony. If the ceremony is moved **indoors due to inclement weather**, students should be in their assigned classrooms at Downingtown East High School 90 minutes prior to the start of the indoor ceremony.

The commencement program is planned to pay tribute to our seniors who have worked so very hard over the past four years and to their parents. We are requesting your cooperation in maintaining the formality and dignity of this special occasion. Thank you for your assistance in making this evening one that we will all remember.

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Reminders:

- ❖ **LinkedIn Presentation:** Tuesday, May 30 at 7:45 a.m. - STEM Auditorium
- ❖ The last day of school for seniors will be May 31.
- ❖ **Laptop collection:** Tuesday, May 30 and Wednesday, May 31. The Technology Department will send a schedule.
- ❖ **Obligations:** All obligations, including all IB Fees, must be paid in full, in order to receive Commencement ceremony tickets. Any outstanding fees will be listed as an obligation for your student. A letter indicating obligations attached to your child’s record was sent home on March 18, 2023. Questions regarding obligations should be forwarded to Ms. Cory Butler in the main office cbutler@dasd.org.
- ❖ **Senior Awards Night:** Thursday, June 1 at 6:00 p.m. in the STEM Academy Auditorium. Students being recognized will receive an invitation closer to the event.
- ❖ **Seniors not eligible for Commencement will be notified by no later than Friday, June 2.**

Sincerely,

Art Campbell

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