

# 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.

In order to receive information from vendors regarding graduation photos, videos, and caps and gowns, students with a privacy code of "O" will need to complete and submit an *Exception to the Directory Information Code* form. This form will authorize the release of the student's directory information to district-approved vendors.

## 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.

### 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 campus 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  
December 2018

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

**Katy Independent School District**

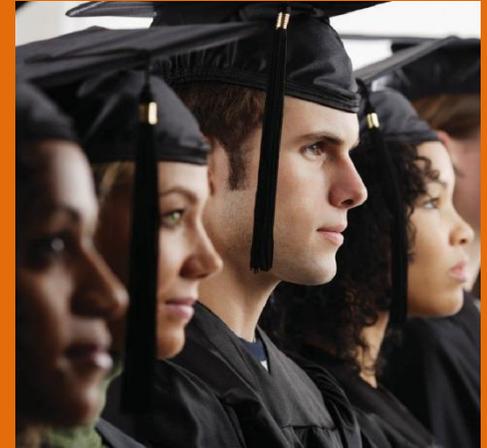
6301 South Stadium Lane

Katy TX 77494

**Katy Independent School District**

# COMMENCEMENT CEREMONIES

# 2019



**LEONARD E. MERRELL CENTER  
6301 SOUTH STADIUM LANE  
KATY, TX 77494**

**KATY**  
Katy Independent School District

## Commencement Ceremonies - Merrell Center

### James E. Taylor High School

Friday, May 24, 2019 • 2:00 PM

### Katy High School

Friday, May 24, 2019 • 7:00 PM

### Mayde Creek High School

Saturday, May 25, 2019 • 9:00 AM

### Cinco Ranch High School

Saturday, May 25, 2019 • 2:00 PM

### Morton Ranch High School

Saturday, May 25, 2019 • 7:00 PM

### Obra D. Tompkins High School

Sunday, May 26, 2019 • 2:00 PM

### Seven Lakes High School

Sunday, May 26, 2019 • 7:00 PM

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

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

### Martha E. Raines High School

Wednesday, May 29, 2019 • 7:00 PM

at Morton Ranch High School PAC

#### Clear bag policy

The following types of bags are permissible:

- Clear, plastic, vinyl or PVC bags
- Clear, plastic, one-gallon, re-sealable, Ziploc-style bags
- Clutch bags approximately the size of a hand (4½"X6½")
- Medically necessary items

For more information, visit:

[www.katvisd.org/students/Documents/KatVISDBagPolicy](http://www.katvisd.org/students/Documents/KatVISDBagPolicy)

## Rehearsals and Tickets

### Rehearsals at the Merrell Center

#### Tuesday, May 21, 2019

James E. Taylor High School • 1:00PM (Modified)

Katy High School • 3:00PM (Modified)

#### Wednesday, May 22, 2019

Mayde Creek High School • 12:30PM (Modified)

Cinco Ranch High School • 2:00PM (Modified)

Seven Lakes High School • 3:30PM (FULL)

#### Thursday, May 23, 2019

Morton Ranch High School • 12:30PM (Modified)

Obra D. Tompkins High School • 2:00PM (Modified)

**Student attendance at rehearsal is mandatory.**

**We want to remind all seniors, as well as guests, that commencement is viewed as a time of achievement, recognition, and most of all, dignity. We want to make this day important and memorable for you and your student.**

### Ticket Information

To ensure that each family will be able 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 in March 2019**.
- \* No changes will be allowed to the Ticket Request Form after it is turned in (**due in the senior office in April 2019**).
- \* 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 in May 2019**.
- \* **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 live video viewing 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. The distribution of tickets for graduation is the best way to ensure that every graduate's family is guaranteed seating in the Merrell Center. We look forward to sharing this special event with your student and your family.

**Family members requiring wheelchair access will be assisted by Merrell Center 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:

- \* No spectators are allowed in the area where the graduates are lined up for the processional.
- \* Do not block or stand in the aisles or on ramps to take pictures.
- \* Only Katy ISD approved photographers are permitted on the floor.
- \* No signs of any kind can be attached to the railings or walls.
- \* No helium balloons are allowed.
- \* No air horns are allowed.
- \* 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.**
- \* Gowns need to be pressed before the graduation ceremony and **carried into the Merrell Center**.
- \* Caps must be worn flat, parallel to the floor. Decorations are not allowed on caps. Tassel is worn on the left side.
- \* Females: Wear clothes and shoes that complement the gown. Do not wear bright clothing or corsages. Hosiery must be a neutral color. Students may bring a large safety pin to secure keys to a gown or a dress.
- \* Males: Wear a white or pastel shirt with tie (no bow ties), dress pants, dark socks, and dress shoes. Any facial hair must be clean and well-groomed and not distracting or conspicuous.
- \* Do not wear tennis shoes, flip-flops, or combat boots.
- \* If a student violates discipline or dress code guidelines, the student will not participate in graduation 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:
  - 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, national or international organization for scholarship, service or leadership as approved by the principal, and senior members of the Superintendent's Student Roundtable.
  - COWLS** - National Honor Society, senior class officers, valedictorian, and salutatorian only.
  - MEDALS** - District-awarded medals for students graduating under the KISD 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).