



SISD Employee Participation at Graduation Information

Graduation is a major milestone for students and their families. The Sherman High School Senior Class of 2023 will celebrate their years of hard work and dedication at their Graduation Ceremony on Friday, May 26, 2023 at 7:00pm at Bearcat Stadium.

Sherman High School and Jefferson Learning Center will offer the opportunity for Sherman ISD employees who have a graduating senior in this year's class to present the diploma to their son or daughter during the graduation ceremony on May 26th

In order to facilitate this process, continue the decorum expected at the graduation ceremony, and provide the necessary security, please reference the following guidelines:

**Any current SISD staff member, who is the parent or legal guardian (as documented in current SISD school records) of a child graduating this year (class of 2023), and who wishes to present their son or daughter with his or her diploma must complete the following actions prior to graduation:*

a. **The employee parent or legal guardian must contact Assistant Principal, Suzanne Richardson AND Assistant Principal Secretary, Julie Pearcy of SHS or Principal Jim May of Jefferson Learning Center by Monday May 15, 2023.** The employee parent or legal guardian must do this by email in order to document the request and include the student's name and employee's name.

I. Sherman High School Contacts: Suzanne Richardson: sugreen@shermanisd.net
Julie Pearcy: jpearcy@shermanisd.net

II. Jefferson Learning Center Contact: Jim May: jimay@shermanisd.net

b. Employee parents or legal guardians will receive a confirmation email from Mrs. Richardson, Mrs. Pearcy or Mr. May with approval of their participation request in the graduation ceremony.

c. The employee parent's or legal guardian's name must be on the approval list, compiled by the appropriate administrator, in order to be admitted to the Bearcat Stadium field.

d. The employee parent or legal guardian are requested to attend an Employee Participation Graduation Practice on Friday, May 26th at 9:30 am at Bearcat Stadium (on the field). Please bring your SISD Employee badge to the meeting.

e. **Only ONE employee, parent or legal guardian will be permitted to be on the Bearcat Stadium field** to hand the diploma to their student during the graduation ceremony. In some cases, both parents or multiple legal guardians are SISD



Sherman High School

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employees. Unfortunately, the staging area is not conducive to both being present on the platform.

*On the day of graduation, the employee parent will need to take the following actions:

1. The employee parent or legal guardian must bring his/her SISD badge to graduation.
2. Employee parent or legal guardian attire should be consistent with graduation attire expectations.
3. As the first set of graduates begin to move to the stage to receive their diploma, the employee parents and legal guardians will leave their seats to proceed to the Bearcat Stadium field.
4. The employee parent or legal guardian will use the far north home side stairs to descend onto the field.
5. Employee parents and legal guardians will be staged appropriately and timely so they can be on the platform at the appropriate time.
6. The employee parent or legal guardian will move to the center table and be handed a diploma to present as the name of their child is being called.
7. Employee parent or legal guardian will present the diploma and depart the stage with their child.
8. Because the graduation process moves quickly, employee parents or legal guardians should shake their child's hand and quickly move off stage in order for a board member to greet the next graduate.
9. Students will go to the picture taking spot and the parent or legal guardian will circle around the back side of the stage to exit the field the same way the parent entered.

****PLEASE REMEMBER TO NOTIFY THE APPROPRIATE ADMINISTRATOR BY EMAIL BY THE DEADLINE OF WEDNESDAY, MAY 17, 2023, IN ORDER FOR THE CAMPUS TO MAKE THE NECESSARY PREPARATIONS. THANK YOU FOR YOUR UNDERSTANDING AND SUPPORT!**

Thank you,

Jenifer Politi, Principal