

*Class of 2023*

*Senior Information Packet*

*Parkview High School*

Sponsor:  
Ronda Hughes  
[Ronda.Hughes@gcpsk12.org](mailto:Ronda.Hughes@gcpsk12.org)

## Schedule of Events

Please read the entire packet and share this information with friends and family

<b>Prom</b>	Saturday, April 15th; 7:30PM-11:00PM Georgia Tech Hotel Ballroom
<b>Senior Week</b>	Monday, April 24th - Friday, April 28th Dress Up Days attached
<b>Graduation Speech Auditions</b>	Wednesday, April 26th 2:30PM Room 1.239A (Mrs. Morrow's Room) <b>(See attachment for the required form)</b>
<b>Honors Night</b>	Thursday, April 27th; 7:00PM- by invitation only New Mercies Christian Church
<b>Senior Picnic</b>	Friday, April 28th; 12:10PM- 2:10PM (6 <sup>th</sup> and 7 <sup>th</sup> period)
<b>Cap and Gown Distribution</b>	Friday, April 28 <sup>th</sup> Scholastic Images will deliver all cap and gowns immediately following the senior picnic
<b>Senior Letters Due</b>	Monday, May 1st (please see attached information for directions)
<b>Baccalaureate Service</b>	Sunday, May 21st 3:00-4:00 Mountain Park United Methodist Church (Freddie Hart Speaking) Seniors arrive at 2:45PM
<b>Senior Breakfast</b>	Wednesday, May 24th 8:30AM PHS Stadium preceding rehearsal
<b>Graduation Rehearsal</b>	Wednesday, May 24th 9:00AM PHS Stadium (required in order to participate in graduation)
<b>Graduation Ceremony</b>	Wednesday, May 24th; 8:00 PM PHS Stadium; gates open at 6:30PM Seniors to assigned rooms by 6:30PM

## Cap and Gown Distribution Details

Parkview Cap and Gown delivery is on Friday, April 28<sup>th</sup> immediately following the senior picnic! Please read below to know when your Cap and Gown will be ready for you! **If you haven't paid yet, please do so as soon as possible at [www.scholasticimages.com](http://www.scholasticimages.com) or [www.parkview.net](http://www.parkview.net)!**

3 Delivery Scenarios based on your order date:

- 1) **If you order by 11:59 PM on Saturday April 23<sup>rd</sup>:** You may attend the senior picnic and you can pick up your cap/gown/tassel unit at school during lunch on Friday, April 28<sup>th</sup> immediately following the senior picnic from Scholastic Images!
- 2) **If you order on Sunday, April 24<sup>th</sup> through Saturday, April 30<sup>th</sup>:** Your cap/gown/tassel unit will be dropped off with your Senior Sponsor by the second week of May and you may not attend the senior picnic nor get a picnic shirt.
- 3) **If you order on May 1st or after:** Your cap/gown/tassel unit will ship directly to your home (with a \$15 shipping charge added to your order) from our student center in Suwanee. These will be shipped out in order they are received.

If you have any questions, email Scholastic Images at [office@scholasticimages.com](mailto:office@scholasticimages.com).

### Senior Week

Dress Up Days: Remember that regular dress code rules apply. No face or head coverings.

Monday: "Where are you in a year" - represent where and what you'll be doing in a year.

Tuesday: "Senior Citizen Day" - dress up like you're 90.

Wednesday: "MEME Day" - Dress up as your favorite meme and have a picture reference for fun.

Thursday: Toga Day

Friday: Senior Picnic Shirt Day!! This will be delivered to you in advisement the week before the picnic.

## Senior Letters 2023

A senior letter is a letter written by a family member or friend to one of our graduating seniors to share notes of congratulations and well wishes. Senior letters are a huge tradition at Parkview! The letters are handed to the seniors in a large envelope at the senior breakfast preceding rehearsal on May 24<sup>th</sup>. Please help make this a special event for our seniors by sending a letter to a friend, sibling, son or daughter, or student who is graduating. Please use standard letter-size envelopes, and do not include bulky enclosures, gift cards, or packages. Include the student's **legal first and last name** on the outside of the envelope. Seniors, your letters can be turned in at the Main Office (downstairs in Building M). Parents, you may drop your notes off at the Parkview Main Office, or mail your notes to the following address:

Your Senior's Name  
c/o Ann Marie Reynolds  
Parkview High School  
998 Cole Road  
Lilburn, Georgia 30047

In order to make this letter exchange possible, members of the faculty volunteer to sort and file these envelopes. Since the amount of letters we receive makes this process very time-consuming, we ask that your letters arrive no later than Monday, May 1, 2023. Due to volume and time constraints, we will be unable to print emailed messages. We will only file envelopes sent to PHS or dropped off at the school by the deadline.

## Prom

### **Attention Juniors & Seniors wanting to go to Prom 2023:**

Preparations for Parkview Prom 2023 are now being made. The Prom is April 15 at The Georgia Tech Hotel Ballroom in downtown Atlanta from 7:30pm to 11pm. There are no junior dues to pay to attend prom. Instead, Parkview juniors and seniors must purchase a ticket to attend the prom. Tickets may be purchased at MyPaymentsPlus beginning Tuesday, November 1. The ticket costs for a Parkview junior, senior, or a guest are shown below.

- Ticket cost November 1st until January 31st = \$70
- Ticket cost February 1st until February 28th = \$85
- Ticket cost March 1st until April 10th = \$100
- The deadline to purchase a prom ticket or guest ticket is 11:59 PM, Monday, April 10.

Parkview juniors and seniors can purchase ONE guest ticket. The guest must be in high school or 20 years of age or younger. A required guest permission form must also be completed. The guest must arrive and leave at the same time as the Parkview High School student.

Please email [Amy.farrow@gcpsk12.org](mailto:Amy.farrow@gcpsk12.org) with any questions concerning prom.

## Senior Picnic

### **(Dues must be paid in order to attend)**

This year the Senior Picnic will be held on Friday, April 28th. All seniors are invited to participate as long as dues have been paid. The Picnic will be from 12:10 until 2:10 (6th and 7th period) in the Big Orange Jungle. We will be serving hot dogs, hamburgers, and drinks catered by Skips Catering and **Frozen Sweets Food Truck** for dessert. Each student (that has paid dues) will receive a picnic t-shirt in his/her Senior Guided Study the week before. The t-shirt must be worn to enter. After eating, students can enjoy different activities such as an inflatable obstacle course, an inflatable rock wall, and a DJ.

No water guns, sports equipment, or other items will be allowed onto the field. Students will put all bags and belongings in an enclosed, designated area during the picnic, so it is advisable that students keep valuables at home on picnic day.

We invite any parent who would like to come help chaperone this event to please contact Matthew Moon at the following email address:

E-mail: [Matthew.Moon@gcpsk12.org](mailto:Matthew.Moon@gcpsk12.org)

**A study hall will be provided for all seniors not wishing to participate. If this applies to your senior, please contact Ronda Hughes at 678-245-3475**

## Senior Breakfast

The senior breakfast is a Chick-Fil-A biscuit and some other treats and a bottled water. Students will also receive their senior letters and then have time to read them and sit with friends before rehearsal begins. Seniors can park in the stadium parking lot upon arrival.

## Graduation Rehearsal and Ceremony

Because Parkview High School has such an outstanding group of seniors who is backed by a community of incredible supporters, we ask that students and parents read this information together, as we endeavor to plan for a memorable graduation ceremony.

Attendance at rehearsal is mandatory. DO NOT BE LATE! You cannot participate in the ceremony if you are not at rehearsal. **To participate in graduation, you must clear all library fines, lost textbook, and any other school-related fines by Friday, May 19th, 2023. If you owe fines or fees, you will NOT receive tickets at rehearsal. We will hold your family tickets until the fee/fine is paid. At that time, you will receive your tickets.**

### Graduation Rehearsal

Wednesday, May 24th - 9:00AM - Panther Stadium (after the breakfast)

- **Students, when you arrive, look up your room assignment and seat number according to your last name in alphabetical order. This information will be posted on the chairs and teachers will also be present to assist you.**
- Once you locate your chair, sit down, and remain seated.
- DO NOT MOVE CHAIRS OR CHANGE SEAT ASSIGNMENTS. THESE ARE IN ORDER FOR CALLING YOUR NAME TO RECEIVE YOUR DIPLOMA.
- Rehearsal begins at 9:00AM and will last until approximately 10:30AM. We will have announcements with important information about the ceremony, Mr. Smith will speak to you, and ***you will obtain your tickets for graduation night.***
- The quicker you are organized, the quicker you will be dismissed for the day!!
- At rehearsal, you will find out on which side you enter the stadium. Please communicate this to your parents so they are sitting on the same side and can see you enter!

### Graduation Ceremony

Please share the following information with any family members or friends that will be attending. These guidelines will assure that graduation runs smoothly, and everyone is able to enjoy this special event.

- The gates will open at 6:30PM, and seating may begin at that time. You may enter the upper gate or the gate at the stadium parking lot.
- Access to seating in the bleachers will be denied once graduation begins due to distraction of noise as people walk across the metal bleachers.
- **Everyone entering the gate (over age 2) MUST have a ticket. NO ONE will be allowed in the stadium without a ticket.** Please see the ticket letter information attached.

Graduation is a formal occasion in every way. Therefore, the attire will be dress clothes. **Coolers and balloons are NOT allowed into the stadium.** Anyone with balloons will be asked to leave them at the gate. Foghorns, cowbells, or other objects that may create loud

noises are not permitted. Remember to keep applause brief, and to refrain from making it difficult for others to hear the name of their student next in line as such noise will mar the ceremony for that graduate and his/her parents.

- **After the graduates have taken their seats, please do not leave your seat to take pictures, as this may be disruptive to the ceremony.** You will be asked to sit down should you be standing! A professional video will be produced and made available for the graduates to purchase (see attached). The video you order will be mailed to you about three weeks after graduation.
- Restrooms are located in the buildings on the home side and visitor's side of the field. Both are handicap accessible.
- Bottled water and Chick-fil-A sandwiches will be available for purchase outside of both ticket gates. Flowers for your special senior will also be available to purchase. Please see the attached flyer for further information.
- In case of any emergency, locate a security officer, staff member, or junior marshal
- All seniors must meet at 6:30PM in the assigned room and building given to you at rehearsal. **DO NOT BE LATE TO YOUR ASSIGNED ROOM!!** You must arrive with your gown on a hanger. We will get dressed in the classrooms (see the letter attached for graduation attire).
- Immediately following graduation, ALL SENIORS should report to the tables located on the visitor's side of the track to pick up diplomas. Teachers will be there for thirty minutes to distribute diplomas in the same alphabetical order as room assignments. Meanwhile, as the graduates are obtaining their diplomas, family and friends may proceed to the field to join the graduates after the ceremony.
- **Handicapped/Elderly seating (see the information below)** - In an effort to make graduation available and comfortable for our elderly and/or handicapped visitors, we will be providing handicapped parking as well as special seating.

You can request seating by emailing Ronda Hughes

[Ronda.Hughes@gcpsk12.org](mailto:Ronda.Hughes@gcpsk12.org)

Subject heading: Handicapped/elderly seating

Include the student's name, who the tickets are for, and if a parking pass is needed.

- On Graduation night, when you arrive at school to park, parking attendants will direct you to the handicapped parking area (if you have a decal...one issued by us or one issued by the state). There will be a golf cart available for anyone who needs assistance to get to their seats. We are placing the handicapped seats on the track so there are no steps to climb. There will be only TWO ticketed family members, who must also have a handicapped ticket, allowed to sit with any handicapped/elderly visitors (for example: Grandmother and Grandfather need to sit in elderly seating so Mom and Dad will sit with them; therefore, we order 4 handicapped/elderly seats). We respect our handicapped and elderly adults and want to make sure they have plenty of room for their utmost comfort.

## Inclement Weather

It is our desire to complete graduation on May 24th. If the weather is a concern, our plans are as follows:

- Option #1 - Graduation start time would be delayed the night of May 24th and then completed after rain/storm passes.
- Option #2 - If Graduation begins & then is interrupted by weather, students would be taken inside and brought back out after weather passes the area. Buildings would be open for parents, guests, and attendees as well.
- Option # 3 - If weather completely prohibits graduation on May 24th, it will be held in the stadium at 10AM or 12AM or 2PM the next day (this depends on weather and will be communicated).
- Option #4 - If weather still does not permit outside graduation on May 25<sup>th</sup> or the morning of the 26th, it will be held in the Main Gymnasium time TBA with each student receiving 2 tickets only (due to Fire Marshal regulations; we must abide by the limits of regulations of the building's capacity).

**Inappropriate behavior cannot be tolerated during graduation rehearsal, pre- ceremony lineup, or any senior activity. Such behavior will jeopardize your ability to participate in the ceremony and/or receive your diploma.** Further, any senior who acts inappropriately at any senior activity or graduation event will risk being removed from the ceremony, and any senior who disrupts the actual ceremony will risk having his/her diploma withheld pending a conference with the student, parents, senior sponsor, and administrator. If an infraction does occur, and the graduate's diploma is withheld, community service will be imposed. Seniors must adhere to ALL school rules as outlined in the discipline handbook. These matters will be more specifically addressed by school administrators at rehearsal.

We are extremely excited about graduation, and many plans are underway to ensure that your graduation is memorable. Let us hope that the events of this evening will linger long and happily in the minds of all in attendance. Your cooperation and support are greatly appreciated. Please email me if you have any questions or concerns.

Thank you,

Ronda Hughes, Senior Class Sponsor

[Ronda.Hughes@gcpsk12.org](mailto:Ronda.Hughes@gcpsk12.org)

678-245-3475



## Guidelines for Proper Attire 2023

- ❖ Gown should be removed from its individual package as soon as received.
- ❖ The gown should be approximately ten inches from the floor and should be pressed with a cool iron before being worn.
- ❖ The hook at the back of the yoke is only for using in centering collars for girls **but we will not be wearing the collar.**
- ❖ Flowers and pins are **not** appropriate to wear on graduation gowns.
- ❖ **NOTHING** should be added to the cap. You will be given a new one to wear at graduation should you add anything at all to the top of your cap! Caps should be placed on the head so that the mortarboard is level. The front of the cap is indicated on the inside of the crown. Caps are never worn on the back of the head. For graduation, caps should be worn **parallel** to the ground with the point in the center of the forehead. Hats should be affixed with bobby pins. Tassels should be positioned on the **right**. Minimal jewelry should be worn.
- ❖ Option 1 for dress: **lightweight dresses without** high neckline (so it does not show in the V-neck of the gown) or excess skirt fullness. If your dress is longer than the robe, use masking tape to hem it up temporarily. Shoes may be white, black, Navy blue, or nude in color and should be dressy type shoes. You may wear sandals, but they must be dressy sandals. Flip flops and tennis shoes are inappropriate and not acceptable. **(Please see the attached pictures for acceptable shoes for the new turf on our football field.)**
- ❖ Option 2 for dress: A **white shirt** and a **black, navy blue, royal blue, or orange tie (orange looks fantastic)** with **dark pants (not tan)** and **dark dress shoes** should be worn. Flip flops, Sandals, and tennis shoes are inappropriate. A coat is not necessary.
- ❖ Graduates remember to wear your honor cords (earned at Parkview) and stoles.
- ❖ **For Baccalaureate**, please dress as you would for graduation, BUT DO NOT WEAR YOUR CAPS!

It is tradition that parents, family, and friends come on the field following graduation to take pictures with their graduate. If you plan on stepping onto the field, you must also adhere to these shoe rules for the safety our brand new turf on the field. Thank you!

Your shoes must be flat on the footbed so that your weight is distributed evenly. There can NOT be a heel that allows more weight on one part of your foot. You will be asked to call home for other shoes if this is incorrectly done!

### Graduation Shoe Guide

#### ALLOWED:



#### NOT ALLOWED:



## Senior Speech Auditions Wednesday, April 26th 2:30PM

Thank you for auditioning to speak at your graduation. What an incredible memory for your classmates, parents and yourself! Good Luck!!

Your speech should be typed and should be NO MORE than two minutes in length. Your speech should reflect a love of Parkview, the opportunities you've received here, the friends you've made, or a love of our great community and how all of this will affect the future of you and your classmates. You may give advice or share wisdom. Make sure you give credit to any sources you quote. Your speech should not be a personal story about just you as you are communicating with thousands of people and are speaking to your classmates. You need to relate to all the people listening.

Please complete this form and return it to Mrs. Hughes (room 12.244 or the front office) with a copy of your speech by Tuesday, April 25th. It is okay if you "tweak" your speech some after turning it in, but if you make any significant changes, please bring a copy with you to auditions. **Please make sure your speech has a title.** The titles are printed in the program that are handed out at graduation.

The audition will be Wednesday, April 26th. You will report to Mrs. Morrow's Room (1.239A) by 2:30 to audition.

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Turn this portion in with your speech by Tuesday, April 25th.

Name: \_\_\_\_\_ Mobile Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### **Class Schedule**

<b>Period</b>	<b>Class</b>	<b>Teacher</b>
1		
2		
3		
4		
5		
6		
7		

Why do you want to speak at Graduation?

By signing below, you agree that you will be available to rehearse your speech until it is approved. You also understand that Mrs. Hughes and/or the speech committee may ask you to alter parts of your speech to make it appropriate for graduation. You also agree that altering your speech in any way during the ceremony will result in the holding of your diploma pending a disciplinary review panel at Parkview High School.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent Signature

## Graduation T-Shirts

Beautiful bouquets & custom class t-shirts that feature every single graduate's name on the back will be available at the Parkview High School graduation! Preorder ahead of time to pick up your order onsite! Scan the QR code or visit [thecommcementgroup.com/parkviewhs](http://thecommcementgroup.com/parkviewhs)

# Beautiful Bouquets & CUSTOM CLASS T-SHIRTS

that feature every  
single graduate's  
name on the back!

WILL BE AVAILABLE AT  
THE PARKVIEW HIGH  
SCHOOL GRADUATION!

PREORDER AHEAD OF TIME  
TO PICK UP YOUR ORDER  
ONSITE!



[THECOMMENCEMENTGROUP.COM/PARKVIEWHS/](http://THECOMMENCEMENTGROUP.COM/PARKVIEWHS/)

## 2023 Graduation Video and Livestream Information

The ceremony in its entirety, including every graduate's name being called and receiving of diploma, will be available on Blu-Ray, DVD, and digital download.

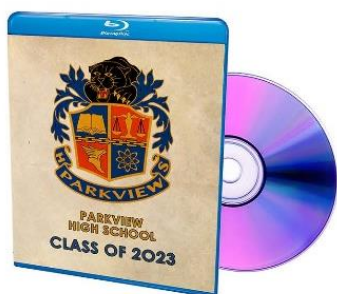
The ceremony will be streamed live for free at [www.phsgrad.com](http://www.phsgrad.com). Be sure to share with your friends and family!

Save the memories! Order your copy and watch the livestream at [www.phsgrad.com](http://www.phsgrad.com) today!

**Blu-Ray \$30**

**DVD \$25**

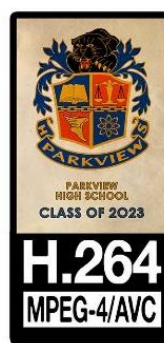
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Pre-Order at  
**[www.phsgrad.com](http://www.phsgrad.com)**



# Parkview Class of 2023



## Graduation Ticket Information:

Graduation is almost here and I'm sure you are busy planning for this joyous occasion! We all look forward to sharing the happiness and pride of watching our seniors graduate. Please take note of the following information to obtain tickets for your family.

### **EVERYONE (2 and over) who enters the stadium must have a ticket!!!!**

- Graduation is held at about the 20-yard line. Visibility is great from both sides of the field.
- Each senior will **automatically receive 12 tickets** for their family to enter the stadium. If you know you need additional tickets, begin asking friends if they will have extra tickets now; none are available through the school.
- Limited elderly/handicapped seating is available on the track. Two family members may accompany any handicapped ticket holder for safety purposes. For example, if a grandparent requests handicapped/elderly seating, then two adult people may sit with him/her, **but must also request handicapped tickets**. We will have a golf cart to carry anyone to his/her seat from the parking area.
- To order handicapped/elderly tickets, please contact Ronda Hughes at [Ronda.Hughes@gcpsk12.org](mailto:Ronda.Hughes@gcpsk12.org). **Please post "handicapped/elderly ticket request" in the subject heading. List your student's name, how many handicapped/elderly tickets you are requesting (remember, two adults may sit with any handicapped/elderly ticket holder), who they are for and if you need a handicapped parking space as well. If you already have a state issued pass, there is no need to request an additional pass. Yours will be honored.**
- All graduates will receive their tickets at graduation rehearsal the morning of graduation in an envelope (unless there are any fines or fees due to the school).
- **AGAIN, EVERYONE (age 2 or over) ENTERING THE STADIUM MUST HAVE A TICKET TO ATTEND GRADUATION!!**

Thank you for your cooperation in creating a wonderful graduation experience for everyone!  
Respectfully,

Ronda Hughes, Teacher and Senior Sponsor  
(Email: [Ronda.Hughes@gcpsk12.org](mailto:Ronda.Hughes@gcpsk12.org))



## Parkview High School Senior Signs

Please see full color versions of the signs on [MyPaymentsPlus](#) > Advisement Class > Cafeteria > Website > Hallways or Scrolling Announcement.

- **Option 1** style features a darker color palette in a modern style.
- **Option 2** style features traditional blue background with orange paw print.
  - Option 2 style is also available with a black or white background.
- All designs are single-sided.
- Sizes
  - Yard sign 24 x 18 inches \$25
  - Small banner 3 x 5 feet \$65
  - Large banner 4 x 6.5 feet \$100
  - Neighborhood banner 4 x 8 feet \$150 (Option 1 style only)
  - Add your college logo for \$5.

Please place all orders on [MyPaymentsPlus](#). Proceeds benefit Parkview Special Education and Technology Student Association.

### **PARKVIEW HIGH SCHOOL 2023 SENIOR SIGNS**

PLEASE SEE FULL COLOR VERSION ON MPP, ADVISEMENT CLASS, CAFETERIA, WEBSITE, HALLWAYS OR SCROLLING ANNOUNCEMENT.

#### OPTION 1:



**YARD SIGN 24" X 18"**  
\$25 SINGLE SIDED



**SMALL BANNER 3' X 5'** \$65 SINGLE SIDED  
**LARGE BANNER 4' X 6.5'** \$100 SINGLE SIDED  
**NEIGHBORHOOD 4' X 8'** \$150 SINGLE SIDED

#### OPTION 2:



**YARD SIGN 24" X 18"**  
\$25 SINGLE SIDED



**SMALL BANNER 3' X 5'** \$65 SINGLE SIDED  
**LARGE BANNER 4' X 6.5'** \$100 SINGLE SIDED

#### OPTION 2 ALSO AVAILABLE IN:



**BLACK**



**WHITE**

#### ADD YOUR COLLEGE LOGO (+\$5):

