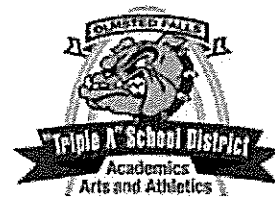


Olmsted Falls City School District
Olmsted Falls High School



26939 BAGLEY ROAD
OLMSTED FALLS, OHIO 44138
(440) 427-6100
FAX (440) 427-6110
www.ofcs.net

HOLLY J. SCHAFER
Principal

SEAN W. BAKER
Assistant Principal

ROBERT M. COXON
*Athletic Director/Assistant
Principal*

PATRICK A. GRIFFIS
Assistant Principal

SCHOOL COUNSELORS

AIMEE CALDRONE
MARIDI GURTSAK
LISA PALMISON
LAUREN PETERSON

April 8, 2016

Dear Parents:

Congratulations on your senior's approaching graduation. We would like to invite you and your family to attend commencement on May 26, 2016 at 8:00 p.m. at Cleveland State University Wolstein Center located at 2000 Prospect Avenue, Cleveland, Ohio 44115. Your son or daughter will receive a copy of the information contained in this correspondence at the senior class meeting on April 13, 2016 at 8:30 a.m. We would like to point out several items as a matter of emphasis:

1. **Attendance is mandatory** at commencement rehearsal on Thursday, May 26, 2016, at Cleveland State University Wolstein Center for students participating in commencement. Seniors **must** meet in the OFHS Auditorium at 8:00 a.m. to be transported to practice at CSU.
2. Dress for commencement should be appropriate, in keeping with the occasion and weather. Girls should wear dresses and dress shoes; boys should wear white shirts, ties, dress pants and shoes. No flip-flops, please. **Help your senior remember his/her cap, gown, and tassel.** Graduates should arrive at Cleveland State University's Wolstein Center by 7:00 p.m. The ceremony begins at 8:00 p.m. Please allow at least 45 minutes travel time. Wheelchair access into the Wolstein Center is available at all gates. **Tickets are not required for admittance.**
3. There is a charge to park at the Wolstein Center. Visit www.csuohio.edu/aboutcsu/campusmap.pdf for parking information.
4. All class fees must be paid before students will be able to pick up their caps and gowns, which will be distributed on April 21, 2016 during lunch periods and before and after school. Caps and gowns are the property of each student and do not need to be returned.
5. A letter explaining the district's destruction of educational records will be provided to students at commencement rehearsal. If you wish to request copies of any record prior to its destruction, please return this letter to the guidance office by June 3, 2016.
6. LifeTouch will make available for purchase an individual still shot of your student at the moment of graduation. Proofs and ordering information will be available at graduation practice and online at events.lifetouch.com.

Please be advised that participation in activities such as the Senior Prom, Honor Day, Baccalaureate, and Commencement are optional for students and are a privilege that may be removed based upon your student's actions or behavior. Thank you for your assistance with this matter and for all that you have done to help in the success of your child throughout his or her educational career.

Please see the back of this letter for additional information concerning Honor Day and other year-end information.

HONOR DAY

The Senior Honors Assembly is Wednesday, May 25, 2016 at 8:30 a.m. in the high school auditorium. Parents are welcome! Many seniors will be receiving awards, honors, and local scholarships.

SENIOR SLIDE SHOW

The deadline to submit pictures for the senior slide show is May 1, 2016. Pictures need to be emailed directly to olmstedfallsseniorslideshow@yahoo.com. Please contact Matt Fox with any questions at mattpatrickfox@gmail.com.

SCHOLARSHIP AWARDS

In the past, we have recognized students who have received and accepted scholarship offers from the college they will attend in the fall, as well as outside scholarships. To be recognized, a student must submit official documentation from the college of the scholarship offered to the guidance office by May 2nd in order to meet the printer's deadline. Scholarship awards (this does not include grants) are published in the honor day program and commencement program. **We would also like to give special recognition to any student receiving full paid academic tuition to their selected college/university during our Senior Honor Day program. Please present official documentation of the offer IF YOU PLAN ON ATTENDING this school to the guidance office by May 2nd.**

FINAL TRANSCRIPTS

All colleges and universities require a final transcript from entering students as proof of graduation. Final transcript forms are available in the guidance office or on the OFHS Counselor's' Corner website. There is no charge for this service. Students will be encouraged to complete this form at the senior class meeting on Wednesday, April 13, 2016.

It has been a pleasure working with the Class of 2016 and their families. If you have any questions as we complete the year, please feel free to contact the guidance office or me.

Sincerely,



Holly Schafer
Principal

**OLMSTED FALLS HIGH SCHOOL
CALENDAR FOR SENIOR ACTIVITIES
2015-2016**

Class Advisors: Mrs. Gurtsak, Mrs. Palmison, Mrs. Peterson

Senior Class Officers

President: Matt Fox
Vice President: Meghan O'Brien
Secretary: Morgan Ashton
Treasurer: Emily Gerycz

Tuesday	Nov. 17	Last day to turn in college applications in order to be processed before Thanksgiving break
Friday	Dec. 11	Last day to turn in college applications in order to be processed before winter break
Friday	Dec. 18	Deadline to turn in pictures for senior slide show. Pictures can be emailed to olmstedfallsseniorslideshow@yahoo.com
Tuesday	Jan. 12	Financial Aid Night, 7 p.m., high school auditorium
Thursday	Feb. 11	Jostens in café during lunches – announcement orders
Thursday	Feb. 18	Jostens in café during lunches – announcement orders
Friday	April 8	Deadline for financial obligations (NOTE: caps and gowns have already been included in senior fees)
Wednesday	April 13	Senior Class Meeting, mandatory, main gym, 8:30 a.m., panoramic picture taken immediately after meeting
Thursday	April 21	Announcements and caps and gowns distributed in café during all lunches. All school fees must be paid.
Saturday	May 21	Prom - House of Blues
Wed. – Fri.	May 18 - 20	Senior final exams
Tuesday	May 24 12 noon 1:15 – 3 p.m.	Rehearsal for Honor Day in auditorium Note: If you are participating in Honor Day, <u>attendance is mandatory</u> Senior Cookout

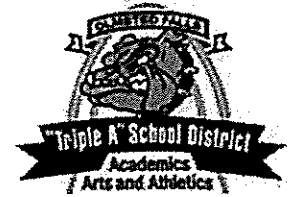
(SEE OTHER SIDE)

Wednesday	May 25	
	7 - 8 a.m.	Senior breakfast in cafeteria
	8 - 8:15 a.m.	Preparation for assembly
	8:30 a.m.	Honor Day Assembly - SENIORS WEAR CAPS AND GOWNS
Thursday	May 26	
	8 a.m.	<u>Commencement rehearsal</u> -- Seniors must report to OFHS Auditorium to board busses to Cleveland State University for commencement rehearsal. Seniors do not need to wear caps and gowns for rehearsal. (ATTENDANCE IS MANDATORY – IF YOU DO NOT ATTEND PRACTICE YOU CANNOT PARTICIPATE IN THE COMMENCEMENT CEREMONY.)
	7 p.m.	Seniors meet at Cleveland State for final instructions prior to Commencement. Cleveland State University Wolstein Center, 2000 Prospect Avenue, Cleveland, OH 44115
	8 p.m.	<u>Commencement</u> : SENIORS WEAR CAPS AND GOWNS. After the ceremony seniors may keep their caps, gowns and tassles.

**SENIOR EXAMS WILL TAKE PLACE
MAY 18 - 20, 2016.
PLEASE SEE THE WEBSITE FOR
TESTING BLOCKS AND TIMES.**

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Dear Parents and Students,

This year's Senior Prom will be held on Saturday, May 21, 2016 at *House of Blues* in Downtown Cleveland. The Senior Prom, which is a highlight of the school year, will feature a dinner and a pleasant evening of dancing with a DJ supplying the entertainment.

The cost for dinner and dancing will be **\$85.00 per person**. Cash or checks are the only accepted forms of payment. Checks should be made payable to **Olmsted Falls High School**. **Tickets will be on sale Wednesday, April 20th through Wednesday April 27th, during all lunch periods. Tickets will not be sold after April 27th due to the catering requirements.** No refunds will be issued after April 27th. Polaris students may buy their tickets in the main office before they leave for Polaris or when they return.

A photographer from Gengraphics will be taking pictures that will be available for purchase online; additional information will be provided closer to the Prom.

Since this is an off-campus activity and around 350 students are expected to attend, being prepared to deal with any medical emergency is required; therefore, all students and guests planning to attend must first complete a **Medical Authorization Sheet**, which is attached to this letter. This MA form is a requirement, should be **completed and turned in on the day that prom tickets are purchased**. Due to issues in the past, guests of seniors must be 20 years of age or under. **No guest over the age of 20 will be permitted.** **If the guest is not an Olmsted Falls student, a scanned or photocopied form of identification must be submitted for the guest of the senior.** Please also remember that students may **NOT purchase tickets if they have any outstanding school fees or library books.**

Parents will have an opportunity to take more photos during the Grand March. The Grand March is an announcement of the seniors with their dates. This takes place at 4:30 pm in the High School auditorium on the day of prom. This is a fun way to see everyone dressed up with his/her dates. Seniors may sign up for this at the time of ticket purchase. This is not a requirement, but it is very popular! Please remember, buses will depart from the high school promptly at 5:30 pm. The bus ride is not an option. You **MUST** ride the bus in order to attend prom. If the senior is not taking part in Grand March, please arrive at the high school no later than 5:20 pm in order to assure enough time for the bus departure.

We can't wait to see the seniors for a *Night Under the Stars* evening!

Sincerely,

A handwritten signature in black ink, appearing to read "H. Schafer".

Holly Schafer
Principal

MEDICAL AUTHORIZATION FORM

This form MUST be completed and turned in prior to purchasing prom tickets.

OFHS SENIOR Student's Name Address

Parent/Guardian Address

In the event of a medical emergency on the evening of May 21, 2016, I hereby permit the administrator in charge of the Olmsted Falls High School Prom held at House of Blues Cleveland to authorize medical treatment for my son/daughter. I hereby give my consent, in the even that all reasonable attempts to contact me at:

_____ or _____
have been unsuccessful, for any medical treatment deemed necessary for my son/daughter.

It is understood that if I cannot be contacted, my son/daughter will be transported to the nearest medical facility

DATE PARENT/GUARDIAN SIGNATURE

MEDICAL AUTHORIZATION FORM

This form MUST be completed and turned in prior to purchasing prom tickets.

GUEST Student's Name Address

Parent/Guardian Address

In the event of a medical emergency on the evening of May 21, 2016, I hereby permit the administrator in charge of the Olmsted Falls High School Prom held at House of Blues Cleveland to authorize medical treatment for my son/daughter. I hereby give my consent, in the even that all reasonable attempts to contact me at:

_____ or _____
Have been unsuccessful, for any medical treatment deemed necessary for my son/daughter.

It is understood that if I cannot be contacted, my son/daughter will be transported to the nearest medical facility

DATE PARENT/GUARDIAN SIGNATURE

If the guest is from another school or no longer attends school, please attach a copy of their I.D.
No guests OVER the age of 20 are permitted

*****If the guest is from another school or no longer attends school please attach a copy of their i.d. and/or Guest Dance Form. No guests OVER the age of 20 is permitted.*****

*****IF YOU ARE BRINGING A GUEST FROM ANOTHER SCHOOL YOU ALSO NEED THIS FORM (SHOULD BE SIGNED BY THEIR PRINCIPAL)*****

DANCE GUEST FORM

I understand that my guest and I are subject to all rules and regulations of Olmsted Falls High School and failure to abide by these rules may result in removal from the dance and/or disciplinary actions.

Olmsted Falls Student's Signature: _____

Parent/Guardian's Signature: _____

GUEST INFORMATION:

Name: _____ Age: _____ Grade: _____
(Print)

Parent/Guardian: _____ Phone _____
(Print)

School: _____

Principal's Signature: _____

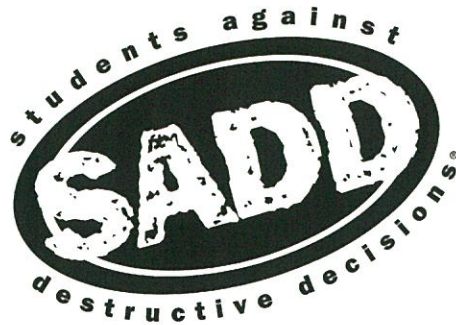
SCHOOL SEAL MUST BE EMBOSSED OVER SIGNATURE

I understand that as a guest of an Olmsted Falls High School student I am subject to all rules and regulations of Olmsted Falls High School and failure to abide by these rules may result in removal from the dance and/or disciplinary actions.

Guest's Signature: _____

Students Against Destructive Decisions

Prom Promise



April 6, 2016

Dear Parent/Guardian:

During the week of May 16, 2016, the Olmsted Falls student body will receive several safety-related messages in their homeroom encouraging positive behaviors. Students Against Destructive Decisions (SADD) along with Student Council encourages student participation in Prom Promise.

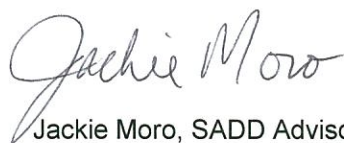
Each day during this week, students have the opportunity to sign the Prom Promise as a reminder to avoid destructive decisions during prom and graduation season. Students are encouraged to sign a pledge during lunches. In addition to the pledge, various activities are planned throughout the week.

As in years past, SADD sponsors the prom promise highlighting the importance of positive choices relating to drugs, alcohol, and driving. Spring is a busy time of year and it is our hope that students enjoy a safe prom and graduation season.

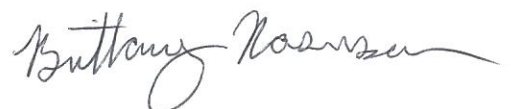
Sincerely,



Holly Schafer, Principal



Jackie Moro, SADD Advisor



Brittany Rasmussen, SADD Advisor