

Mayfield High School

Jeffrey M. Legan

April, 2023

Dear Parent(s)/Guardian of Seniors,

Congratulations! You are about to become the parents of a 2023 graduate of Mayfield High School. This would not be possible without the many years of support that you have provided for your child. The staff and I salute you for your efforts.

It is important that we remind parents and graduates that all requirements must be met in order for students to participate in the commencement ceremony. This includes the academic requirements established by the State of Ohio and the Mayfield Board of Education, the return of all textbooks and library materials, and the reconciliation of any outstanding school fees.

Seniors, any type of inappropriate behavior, serious disciplinary infractions, or participation in senior pranks, will result in the loss of your privilege to participate in the commencement ceremony. This includes, but is not limited to, the use of alcohol and/or drugs at any of the remaining school sponsored activities.

Parents, the following is a list of the upcoming activities, dates, and important information for your son or daughter. Please refer to our Senior Class News link on www.Mayfieldschools.org website under Mayfield High School.

- **Junior/Senior Prom** – Saturday, May 20th from 6:30 p.m. to 11:00 p.m. at LaVera Party Center.
- **After-Prom** – May 20th from 11:15 p.m. to 3:30 a.m. at Fun ‘n’ Stuff.
- **Cap and Gown Distribution** – Friday, April 28th from 8 a.m. to 2:30 p.m. in Room 144. **PLEASE NOTE, ALL FEES AND OBLIGATIONS MUST BE PAID PRIOR TO RECEIVING YOUR CAP AND GOWN.** Once the cap and gown is picked up, **there can be no refund.** If you are not sure, or you think there’s a possibility that you may not graduate, you may want to wait until May 31st when the non-grad list will be published.
- **Senior Exams** – Friday, May 26th and Tuesday, May 30th
- **Graduation Rehearsal** – Friday, June 2nd at 9:00 a.m. Buses will depart promptly from the high school to transport the students to The Connor Palace Theatre. Due to the enormous logistics involved in planning an event of this magnitude, **SENIORS MUST RIDE THE BUSES TO REHEARSAL IN ORDER TO PARTICIPATE IN THE COMMENCEMENT EXERCISE ON SATURDAY – No Exceptions!** Rehearsal will last approximately two and one-half hours.
- **Graduation Admission E-Tickets:** E-Tickets will be sent to the graduate’s school email address. Every guest will need a ticket to attend (Graduate’s do not need a ticket) **No student will be issued more than 6 tickets. No children age two or under will be admitted. Also, no balloons or noise makers are allowed.**

- **Senior Banquet** – Thursday, June 1st, at 6:30-11 p.m. at Hilton Garden Inn, Mayfield Village. Cost is \$50 which will include dinner, ice cream bar, dancing and more. Further details will be given out in homeroom and emailed to every senior's high school email account. This is a school-sponsored event for seniors only. All school rules as outlined in the student handbook will be in effect. This has traditionally been a semi-formal event. Gentlemen wear dress shirts, slacks and jackets. Ladies wear appropriate dresses or eveningwear. This is the last social event for this class and the only opportunity to see the senior video together.
- **Last Instructional Day for Seniors** - Thursday, May 25th
- **Honors Day & Senior Picnic** – Thursday, June, 1st
- **Clothes to be Worn Under your Gowns at Commencement:**
 - ❖ Female graduates – a white or off-white dress and dress shoes, or a similar skirt and blouse (**NO SLACKS, JEANS, OR TENNIS SHOES**).
 - ❖ Male graduates – dark colored dress shoes and pants, (**NO JEANS OR TENNIS SHOES**) and a white dress shirt and tie.
- **Cap and Gown Guidelines** – Caps should be placed upon the head with the longer point of the crown to the back. The shorter point should be centered on the forehead down far enough so that the mortar board (top) is level. The cap should never be tipped to one side. **No writing will be permitted on the caps or gowns.**

National Honor Society cords should be placed around the neck and hung evenly down the front of the gown.

- **Graduation** – Saturday, June 3rd at 2:00 p.m. at The Connor Palace Theatre. You must arrive **no later** than 1:15 p.m. Doors will be open to the public at 1:00 p.m.
 - ❖ **Graduates, please note the tassel should be worn on the left side of your cap during the first part of the program.** After the last diploma has been given, and the last student is seated, you will be instructed to change your tassel (all at once) to the right side of your cap.

The staff and administration of Mayfield High School want this year's Prom and Graduation season to be the safest ever. Only through a combined and cooperative effort of the entire community can we hope to stop the senseless tragedies associated with irresponsible and illegal-teenage alcohol and drug consumption. I urge you to be responsible and to enforce the laws of this state, which prohibit underage drinking.

Thank you again for the support you have provided throughout the years for your child.

Sincerely,



Jeffrey M. Legan
Principal
Mayfield High School



Mayfield City Schools

EVERY STUDENT. EVERY DAY.

April 10, 2023

Dear Parents and Guardians:

The Mayfield City School District is looking forward to a safe and happy prom and graduation for our high school students. This is a wonderful group of students who have worked hard and deserve a festive, yet safe, end to a great school year. We do not want the end of the school year to be marred by incidents involving underage drinking. We want to work with you, the parents and guardians of our junior and senior classes, to safeguard our young people.

The 1989 Amendment to Ohio Revised Code Section 4301.69 (commonly known as the "Keg Law"), holds individuals responsible for underage drinking on property under their control. If an after-prom party is held at a private home, for example, and the parents knowingly allow underage persons to consume alcoholic beverages, both the underage persons and the parents are in violation of the law. Violation of the "Keg Law" is a FIRST DEGREE MISDEMEANOR punishable by up to SIX MONTHS IN JAIL and/or up to a \$1,000 FINE. The parents also may be held liable in a civil suit in the event that an underage person is involved in an alcohol-related accident.

The law also stipulates that the owners of hotels, motels, campgrounds, and other public places must not knowingly allow underage drinking parties to take place on their premises. They are subject to criminal prosecution and are held liable if found in violation of this law. A letter is being sent to area hotel/motel managers informing them of this concern. Some local hotels/motels will be receiving notification of area prom and graduation dates as well. Police and sheriffs' departments in several counties have also been informed of this effort.

I would also like you to be aware that in Ohio parents may be held liable for any injury or damage caused by a teenager who has been allowed to drink in their homes. Any person under the age of 21 who provides false identification for the purpose of purchasing alcohol is also guilty of a crime.

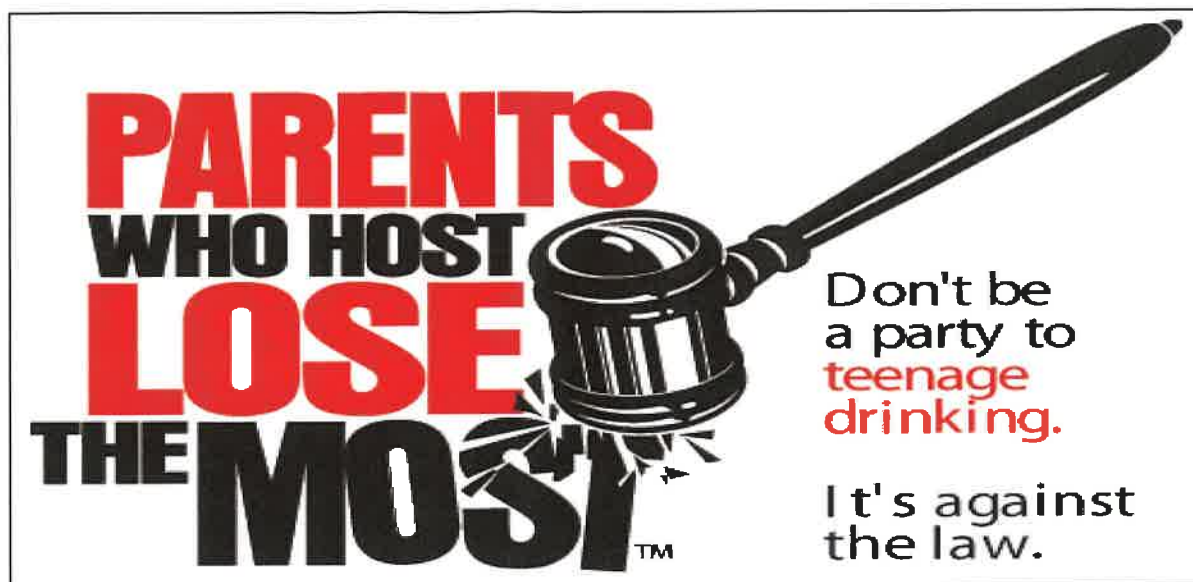
Area schools are working together to assure that our students are safe and enjoy their end-of the-year events. This letter represents the combined concern and effort of a number of schools in the Northeast Ohio area.

In closing, I sincerely hope you will join me in promoting a drug-free and alcohol-free prom and graduation for our Mayfield students.

Sincerely,

Dr. Michael J. Barnes
Superintendent

Gates Mills • Highland Heights • Mayfield Heights • Mayfield Village



What Does the Law Say about Teen Drinking?

Parents may not provide alcohol to children who are under 21, even in their own home with the other parents' permission. Those convicted of providing alcohol to a person less than 21 years of age face maximum sentences of six months in jail and/or a \$1000 fine. It is also illegal to share in the cost of purchasing alcoholic beverages, or to attempt to purchase alcohol, even if the sale is refused. The penalty for attempting to purchase an alcoholic beverage for underage individuals is a minimum fine of \$1000 and/or six months in jail. Anyone who purchases, sells, or gives alcoholic beverages to under-aged individuals can be sent to jail. If you are under 21 years of age and are caught driving with a blood alcohol concentration between .02 percent and .08 percent, a level that can be reached after just one or two drinks, you can be arrested. Punishment is suspension of your driver's license for at least 90 days up to a maximum of two years, plus four points added to your driving record. Having an open container of alcohol in a motor vehicle is also illegal.

A CONTRACT BETWEEN PARENTS AND TEENAGERS

Teenagers: I agree to call you for transportation at any hour; from any place if I am in a situation in which I have had too much to drink, or a friend who is driving me has had too much to drink.

Signature of Teen

Date

Parent: I agree to come and get you at any hour, any place, no questions asked and no argument then, or I will pay for a taxi to bring you home. I also agree to seek safe, sober transportation for myself if I have had too much to drink, or my driver has.

Signature of Parent/Guardian

Date

class of

Mayfield High School 2023



MK Photography will be present at the Commencement Ceremony for Mayfield High School taking cap and gown photos. A proof sheet with your image will be mailed to your home two weeks after graduation. You will be able to order prints with the proof sheet.

MK Photography will also be present at the ceremony taking candid photos. You may view those images and all images taken throughout your senior year on our website, mkphotostudio.com.

Your password is Mayfield.



MK PHOTOGRAPHY
8827 Mentor Avenue
Mentor, OH 44060
440-290-0198
www.mkphotostudio.com

MAYFIELD HIGH SCHOOL 2023 GRADUATION INFORMATION

Date: Saturday, June 3rd, 2023

Time: 2:00 p.m. Connor Palace Theatre, doors will open at 1:00 p.m.

All participants and guests must exit the theatre by 4:00 p.m.

Graduating seniors must arrive no later than 1:15 p.m. wearing their caps and gowns. The cap and gown is your admission into the theater. Graduating seniors do not need a ticket to enter the theater. Please note there is no secure place to leave purses, cameras or phones in the theater. All personal belongings should be left with family members. No children age two or under will be admitted. Also balloons and noisemakers are prohibited.

LOCATION: Connor Palace Theatre, Playhouse Square Center

1519 Euclid Ave., Cleveland, OH 44115

Admission by ticket only. Assigned seating.

PARKING: Cost is \$18-\$20. We recommend purchasing a parking pass prior to the event. (Information for this will be sent out). The following parking areas close to Playhouse Square are available:

- a) Playhouse Square parking garage, East 15th St. & Chester Ave.
- b) Lumen Garage-Enter 17th St
- c) US Bank Garage, 2060 E 14th St
- d) Hanna Garage, 1509 Prospect Ave
- e) Three parking lots on Chester Ave. between 13th & 17th Streets

Detailed maps can be found online, use Playhouse Square Parking as your search.

Cap & Gown Tradition:

The high school cap and gown symbolize scholarship and learning, therefore they should be worn with dignity. The cap should be placed on the head with the deep part to the back. It should first be placed well down over the forehead, and then pulled down firmly at the back. It should not be worn in a tilted position.

No writing will be permitted on the caps or gowns.

The gown is not designed to take the place of ordinary wearing apparel. Girls wear light-colored dresses or pantsuits, and boys wear white shirts and ties with dress slacks underneath their gowns. The cap and gown is yours to keep. Congratulations to all graduates! Remember to be proud of your accomplishments and your school.

Special Reminders: Seniors who violate our student conduct code or who participate in acts of vandalism or trickery will be suspended from school and may lose their privileges to attend the commencement program. We expect our seniors to act like adults and behave like good citizens.

1. Any writing on cars must be in good taste. Anything pornographic or offensive in nature will be handled in a disciplinary manner.
2. All seniors are advised not to visit other schools.
3. All seniors are reminded to drive slowly and carefully to avoid accidents.
4. Destruction or vandalizing of other's property will not be condoned. Any behavior of this type inflicted on the community will be immediately referred to the police.
5. Motorcades or car caravans are not authorized by the school. Students should be discouraged from participating in any of these kinds of activities due to the dangerous driving situations, which usually result.

Honors Day Assembly, June 1st, 2023

Dear Seniors:

It is time to think about the Honors Day Assembly that will be held on Thursday, **June 1st, 2023, at 9:00 a.m. until 11:30 a.m.** It is important to remember that this is a required attendance assembly for seniors. Because of the respect and dignity necessary for this assembly, the following is the dress code that is required for the Honors Day Assembly:

- All seniors need to be at the Wood Gym at 8:00 a.m. so that you can practice marching into the auditorium and standing in the correct location on stage before the assembly begins.
- All seniors need to wear their caps and gowns (including the Honors Court) in order to participate in this assembly.
- All men should wear a dress shirt, tie, and dress pants. A white dress shirt looks best under a green graduation gown.
- All women should wear light colored dresses or skirts so that colors do not show through the white gowns. No dark colored clothing is permitted to be worn under the white gowns.
- Women should wear white shoes and men should wear black or dark shoes. It is disrespectful to wear tennis shoes with a graduation gown.
- No flip-flops or casual sandals should be worn as shoes with your cap and gown.
- No gum chewing should occur when walking in or out of the auditorium.
- Cell phones or any other electronic device should be turned off during the Processional and during the Honors Day Assembly

Remember that many members of the community are present at the Honors Day Assembly. These people are happy to hear about your scholarships and your awards. They are watching you as you walk in, while you are sitting in the ceremony, and when you walk out. The Honors Court (who were notified in a separate invitation) will sit on stage while the rest of the seniors will sit in the center section of the auditorium. Those seniors who come without their caps and gowns may sit in the back of the auditorium.

If you have any questions, please see Mrs. Hyland in her office. Parents and relatives who wish to attend should note that the Senior Honors Assembly shall begin promptly at 9:00 a.m. in the auditorium.

Mrs. Jennifer Hyland, Coordinator

Mr. Jeffrey M. Legan, Principal

MAYFIELD HIGH SCHOOL JUNIOR/SENIOR PROM 2023

On Saturday, May 20, 2023, the Junior/Senior Prom will be held at La Vera Party Center. In order to inform parents of the activities and guidelines pertaining to this special event and to help promote a safe and enjoyable evening, we are providing you with the following information:

WHEN: Saturday, May 20, 2023 from 6:30 p.m. – 11:00 p.m.

WHERE: 32200 Chardon Rd., Willoughby Hills, OH 44094

COST: \$80.00 per person (All tickets are purchased individually, there are no “couple” tickets.). All tickets will be sold online through the school store in Infinite Campus (<https://mayfieldschools.infinitecampus.org/campus/store/mayfield/home>) Specific information about purchasing tickets will be sent to student emails. Tickets will be on sale from April 24th to May 12th.

*****All student fees must be paid prior to the purchase of any ticket.**

*****No tickets will be sold after May 12th!!!**

*****If you taking a guest from another school, guest permission slips must be turned-in ASAP. No permission slips will be accepted after 5/12!!!**
(Guest forms will be emailed to all students, but they can also be found in the school store and in the Student Affairs office).

ADDITIONAL INFORMATION:

- a. Doors will open at 6:00 pm (**no earlier**).
- b. Crowning of the Prom King and Queen will follow dinner.
- c. If you are taking a date from another school, you MUST have your guest permission slip approved by an administrator. Guests must follow all Mayfield rules, regardless of their ages.
- d. Students entering the Prom will have their names checked for accountability purposes and will not be permitted to leave and return. Once a student leaves the Prom, it is assumed that a parent will know of his or her child's whereabouts. The school chaperones cannot be responsible for students after they leave the Prom.
- e. Parents are encouraged to discuss safety and proper behavior for this occasion with their son(s) or daughter(s).
- f. Students under the influence of alcohol or any other chemical substance will not be permitted to enter the Prom. They will be suspended from school and may suffer other additional consequences, including forfeiting the privilege of attending commencement.
- g. Parents are expected to **not serve alcoholic beverages** of any kind prior to or after the Prom. Student safety is of the utmost importance. Remember, the legal drinking age in Ohio is 21 for any alcoholic beverages, and the state law specifies that any driver under 21 years of age who tests as low as .01 on a breathalyzer will be charged with a DUI.
- h. Students are expected to dress in proper attire throughout the entire prom.

MAYFIELD HIGH
Class of 2023
Senior Class Calendar

Seniors will remain in class through Thursday, May 25th and are responsible for all work through this date. Regular school dress, conduct, and mutual respect will prevail at all times

Friday, April 28th

National Honor Society Senior Farewell Luncheon

11 a.m.-12 p.m. in the auditorium for NHS Seniors and NHS Juniors Only.

Friday, April 28th

Caps & Gowns Distributed – Room 144 8:00 a.m. –2:30 p.m. All fines/fees must be paid and other obligations taken care of before getting your cap and gown. Once a cap and gown is picked up, there can be no refund. If you think there is a possibility you may not qualify to graduate on June 3rd, you may want to wait to pick up your cap and gown until the non-grad list is determined on May 31st. All caps and gowns unclaimed on April 28th will be held in the guidance office. Once picked up, the cap & gown is yours to keep. It is not returned after the ceremony.

Alumni Flower form due to Mrs. Kraft - The Mayfield Alumni Association would like to present a flower to each parent who graduated from Mayfield High School who also has a son/daughter graduating from Mayfield this year. Please download and fill out the form from the high school website and have it returned to Mrs. Kraft no later than May 12th. Flowers will **not** be distributed unless this form is completed and returned.

Thursday, May 25th

Last instructional day for seniors.

Senior Lockers Emptied Senior lockers will be emptied on this afternoon by custodians. Be sure all personal belongings are removed before 3:00 p.m. All belongings left in senior lockers after 3:00 p.m. will be thrown in the trash.

Saturday, May 20th

Senior Prom

6:30 - 11 p.m. @ LaVera Party Center. (see fact sheet posted on our website)

Wednesday, May 31st

Senior Failure List is due in Ms. Baker's office by 8 a.m. Senior grades are due at Noon. NO CLASSES FOR SENIORS!

Thursday, June 1st

Honors Day – 8 a.m.-9 a.m. rehearsal (Wood Gym). 9 a.m. – 11:30 a.m. @ MHS Auditorium.

Thursday, June 1st

Senior Picnic – 11:30 a.m., enjoy a picnic in courtyard.

Thursday, June 1st

Senior Banquet – 6:30-11 p.m. at Hilton Garden Inn, 700 Beta Drive, Mayfield Village. Cost is \$50, which will include dinner, ice cream bar, dancing, and awarding of the Senior Superlatives. Details on how to purchase tickets will be found by clicking the 'senior class new' link on the high school website, and they will also be emailed to every senior's high school email account. This is a school-sponsored event **ONLY FOR MEMBERS OF THE SENIOR CLASS**, and all school rules as outlined in the student handbook are in effect. This is a semi-formal occasion...gentlemen wear dress shirts, slacks, and jackets, and ladies wear appropriate dresses or eveningwear. This is the last social event for the seniors to be together as a class and the only opportunity to see the senior video.

Friday, June 2nd

Graduation Rehearsal at Connor Palace Theatre - Seniors will board buses in front of the high school and will depart promptly at 9:00 a.m. for graduation rehearsal downtown at Connor Palace Theatre. **DO NOT** bring your cap and gown. ALL SENIORS GRADUATING WITH THE CLASS OF 2023 MUST BE PRESENT! YOU MUST RIDE THE BUS TO AND FROM REHEARSAL, AND YOU MUST BE ON TIME! **SENIORS WHO DO NOT ATTEND REHEARSAL WILL NOT BE PERMITTED TO PARTICIPATE IN THE GRADUATION CEREMONY ON SATURDAY.** Please note you do not need to dress up for rehearsal. Wear your normal school attire.

Graduation E-Tickets Distributed – E-tickets will be sent to the graduate's school email from the theatres ticket office two week prior to graduation. Seats will be assigned by the theatre. **SENIORS WITH OUTSTANDING OBLIGATIONS OR FEES WILL HAVE THEIR TICKETS REVOKED.**

Saturday, June 3rd

Graduation at Connor Palace Theatre 2:00 p.m.

Doors open for public seating at 1:00 p.m. All graduating seniors should plan to arrive at Connor Palace Theatre by 1:15 p.m. A professional photographer will take a picture of each student receiving her/his diploma. Purchase of the picture will be the individual's option. (Please see flier from MK Photography posted on the high school senior info website). The graduation ceremony will be streamed live. The link will be on the High School web page that day, and will remain posted for a while for downloading or burning your own DVD.

WE ASK THAT FRIENDS AND FAMILY NOT TAKE PICTURES DURING THE GRADUATION CEREMONY EXCEPT FROM YOUR SEAT. NO ONE WILL BE PERMITTED TO STAND IN THE AISLE TO TAKE PHOTOGRAPHS OR VIDEO RECORDINGS.

April 2023

Dear Graduating Senior:

The Mayfield High School Alumni Association would like to present a flower to each parent who graduated from Mayfield High School who this year also has a son/daughter graduating from Mayfield. The purpose of this flower is to show how committed our families are to the education in Mayfield City Schools, as parents remained in the area to provide the same educational opportunities they had to their children.

The Mayfield High School Alumni Association will give the flower to you to carry across the stage at KeyBank State Theatre. After commencement, we would like you to present the flower to your parent/step-parent or guardian, as appropriate.

Please be certain to check with your parents/guardians to determine whether or not one of them graduated from Mayfield High School. We do not want to overlook any graduate for this special recognition.

Complete the information below and return this form to Mrs. Kraft in the Guidance Office by Friday, May 12th.

Student Name _____

MHS Graduate:

Mother/Stepmother/Guardian

Father/Stepfather/Guardian

First Name _____

First Name _____

Last Name _____

Last Name _____

Maiden Name _____

Year Graduated _____

Year Graduated _____

Sincerely,

The Mayfield Alumni Association