



# Royal Palm Beach

## Community High School

*Michelle Fleming, Principal*  
2023-2024



Hello Class of 2024,

I hope this letter finds you well. This is an update on all things Senior-related. My intent is to answer as many of your questions as possible as we prepare for the end of your senior year.

### Graduation Requirements

To earn a standard high school diploma students must meet the following requirements:

- Credits Needed - 24 required Standard Diploma credits (see attached) or 18 Academically Challenging Curriculum to Enhance Learning (ACCEL) credits
- GPA - Earned a minimum 2.0 cumulative Grade Point Average (GPA)
- Comm. Serv. Hrs. - Completed a minimum of 20 community service hours
- ELA FSA - Passed the required state assessment
- Algebra 1 EOC - Passed the required state assessment

*\*To graduate with an IB Diploma or AICE Diploma a student must complete all requirements of their respective curriculum including the exams.\**

### Commencement Ceremony

**Disclaimer:** Graduation ceremonies are scheduled to take place, in-person, on the dates and times listed. However, please be advised that due to unforeseen health conditions, the District reserves the right to amend the format of these ceremonies.

To participate in the May Commencement Ceremony, a senior must have earned twenty-four required credits or the ACCEL option, completed and passed an online course, earned a GPA of 2.0 or higher, completed 20 community service hours, and attended the Commencement Rehearsal.

Students **will not** participate in the Wednesday, May 15th Commencement Ceremony unless all graduation requirements above have been met. Seniors who complete work during summer school are invited to participate in the Summer Commencement Ceremony sponsored by the school district.

Commencement is Wednesday, May 15th, at the South Florida Fairgrounds. The ceremony is scheduled to start at 1:00 p.m. ***Graduates must be at the check-in/staging area no later than 11:00 a.m.*** Each graduate will check-in and pass through various checkpoints prior to lining up. Graduates' cell phones, bags, and purses must be left with family or a guest. The Commencement Ceremony Dress Code will be strictly enforced.

Please allow additional time for entering the fairgrounds as security procedures include, but are not limited to wandering, and bag checks for all guests. ***South Florida Fairgrounds doors will CLOSE from 12:50 p.m. to 1:10 p.m. during the graduates' procession.*** Please consider traffic delays when planning your arrival time at the South Florida Fairgrounds.

## **Commencement Rehearsal**

Commencement Rehearsal will be **in the RPBHS GYM on Monday, May 13th, and begins promptly at 2:15 p.m.** in the Royal Palm Beach High School Gymnasium. Graduates are to arrive by 1:45 p.m., must be on time, and must adhere to the school dress code. Commencement Rehearsal will last approximately two (2) hours. There will be no early dismissals from rehearsal. If a graduate does not attend the Commencement Rehearsal, he/she **will not participate in the Commencement Ceremony**. Only graduates and staff members will be permitted to attend the rehearsal.

## **Tickets for Commencement**

We receive a limited number of tickets from the South Florida Fairgrounds. Each graduate will receive seven (7) tickets during Commencement Rehearsal on May 13th. Commencement announcements, supplied by Herff Jones, will not be accepted as a Commencement Ceremony ticket. Each person attending the Commencement Ceremony must have a ticket to enter (infants not occupying a seat do not require a ticket). We discourage parents from bringing strollers to the Commencement Ceremony.

\*If extra tickets are available they will be given via a lottery system based on student registration in the lottery. Students will receive a link during commencement rehearsal.

## **Dress Code**

Graduates must follow the attached dress code. Please remember that commencement is an important and serious event. **Failure to follow the dress code will result in non-participation.** No excuses, no exceptions. (Please see attachment: Commencement Ceremony Dress Code). **Caps may not be decorated.**

## **Senior Awards Night**

Senior Awards Night will take place in the Royal Palm Beach High School Auditorium, at 6:00 p.m. on Tuesday, May 14th, by invitation only. Award-winning student recipients and guests will receive an invitation and are encouraged to attend this prestigious event.

## **Financial Obligations and Textbooks**

Prior to receiving a cap and gown and/or diploma, all financial obligations (money for lost/damaged books, uniforms, fines, etc.) must be cleared on Senior Checkout on Thursday, May 9th.

Textbooks are due to the Media Center by Friday, May 3rd.

Dual enrollment students, be sure to return your books promptly at the end of the semester to BookSmart and give your RPBHS School Counselor a copy of the receipt.

**Students be sure to return your Chromebooks and chargers to the Media Center. We will check for damages on the spot. Damages will result in financial obligations ranging from \$50 to \$350 depending on the devices. Chargers are \$36 or must be replace - [Link to Amazon Charger](#)**

## **Videos and Pictures**

For your benefit, a professional photographer will take a picture of each senior as he/she receives a diploma. To ensure you and your loved ones receive picture proofs via email after the Commencement Ceremony, please pre-register with GradImages at **[www.gradimages.com](http://www.gradimages.com)**.

Members of the audience will not be permitted to approach the procession area nor the stage area to take pictures during the ceremony.

## **Caps and Gowns**

All graduates must wear this year's cap and gown from Herff Jones. Remember, gowns are rented and will be collected immediately after the Commencement Ceremony. All graduates will keep their cap, tassel, medallion, and cord (if applicable). During the Commencement Ceremony, students receive their diploma covers on stage. After the ceremony students must present their caps, with their names inscribed to receive their actual diplomas. Students who cannot produce their caps, with their names inscribed, after the ceremony will receive their diplomas at a later date.

Students that do not qualify to participate in the Commencement Ceremony may request a refund for their cap and gown rental from Herff Jones. Please be sure to send a copy of the cap and gown receipt with your refund request to 1032 N Dixie Hwy, Lake Worth, FL 33460; 561-770-4200.

**\*\*Caps may not be decorated\*\***

## **Attendance Policy and Senior Exams**

Attendance will be taken through seniors' last day of school on May 3rd. Some seniors will be required to take a final exam in a particular course for graduation purposes. Final exams are scheduled for Monday, May 6th 7:30 am to 1:00 pm; all final senior 4th quarter grades will be due by 3:00 p.m. on Friday, May 12th.

For any **non-EOC course**, a graduating senior who **has received passing grades in each of the third and fourth nine weeks for that course may choose to be exempt from the semester examination**. Any senior who failed the third or fourth nine-week grading period for any subject must pass the semester exam to receive credit. Any senior enrolled in a course with an End of Course (EOC) exam must pass the fourth nine weeks and take the EOC to receive credit for the course.

If the exemption is chosen, the semester grade for the non-EOC course will be determined by averaging the third and fourth nine weeks' grades. If the exemption is not chosen, the semester grade for the course will be calculated using the normal grade calculation method for all high school credit semester courses.

**Seniors in an EOC/AICE/AP/IB course may not be exempted from final exams. Those students must take their exams. Failure to take an AICE/AP/IB exam will result in additional obligations.**

## **Senior Survey**

\*Must be completed by Friday, May 3rd, to be cleared for Senior Checkout. Log into your District Portal and search Senior Survey. Locate the icon in your district portal titled "GRAD SURVEY" or use the following link: <https://apps.palmbeachschools.org/GradSurvey/>

## **Senior Checkout**

**All seniors planning on participating in the Commencement Ceremony must go through the checkout process.**

**Thursday, May 9th,**

8:00 a.m. - 11:00 a.m. (Non-Fast Pass clearance issues) (seniors with a Fast Pass based on everything cleared)

12:00 p.m. - 2:00 p.m. (seniors with a Fast Pass based on everything cleared)

**Student's schedule time slot will be email by Monday May 6th**

### **Discipline and the Commencement Ceremony**

Participating in Royal Palm Beach High School's Commencement Ceremony is a privilege. Students who, through their actions, demonstrate a disregard for the rules, policies, or guidelines of Royal Palm Beach High School and the School District of Palm Beach County may lose the privilege of participating in the Commencement Ceremony.

When determining if the actions of a student warrant the loss of participation in the Commencement Ceremony, administration will consider the severity, setting, and timing of the infraction, in totality and on an individual basis.

### **Disiplin ak Kòmansman Seremoni an**

Patisipe nan Seremoni Royal Palm Beach Lekòl Kominotè se yon privilèj. Elèv ki, nan aksyon yo, ki ta demontre mank respè pou règ, règleman, oswa direktiv ki nan Royal Palm Beach Lekòl Segondè ak Distri Lekòl Rejyon Palm Beach County ka pèdi privilèj pou yo kap patisipe nan seremoni an.

Lè nou va detèmine si aksyon sa a ka fè elèv merite pou li pa patisipe nan Kòmansman seremoni an, administrasyon ap konsidere severite, anviwònman an, ak distribisyon nan enfraksyon an, nan ankèt ak sou yon baz endividyèl.

### **Disciplina y Ceremonia de Graduación**

El participar en la ceremonia de graduación de la escuela Superior Royal Palm Beach es un privilegio. Los estudiantes que, a través de sus acciones, demuestran indiferencia por las normas, políticas o directrices de la escuela Superior Royal Palm Beach y el Distrito Escolar del Condado de Palm Beach pueden perder el privilegio de participar en la ceremonia de graduación.

Al determinar si las acciones de un estudiante justifican la pérdida de participación en la ceremonia de graduación, la administración tendrá en cuenta la gravedad, el escenario, y el momento de la infracción, en su totalidad y de forma individual.

**Disclaimer:** Graduation ceremonies are scheduled to take place, in in-person, on the dates and times listed. However, please be advised that due to unforeseen health conditions, the District reserves the right to amend the format of these ceremonies.

Sincerely,



Michele Fleming  
Principal

## **School Counselors**

<b>Student's Last Name</b>	<b>School Counselor</b>	<b>Phone #</b>	<b>Email Address</b>
A-B	Ms. Rosado	561-792-8604	<a href="mailto:cindy.rosado@palmbeachschools.org">cindy.rosado@palmbeachschools.org</a>
C-F	Ms. Elwell	561-753-4028	<a href="mailto:theresa.elwell@palmbeachschools.org">theresa.elwell@palmbeachschools.org</a>
G-J	Mrs. James	561-753-4032	<a href="mailto:shilah.james@palmbeachschools.org">shilah.james@palmbeachschools.org</a>
K-M	Mrs. Grout	561-792-8609	<a href="mailto:tori.grout@palmbeachschools.org">tori.grout@palmbeachschools.org</a>
N-R	Ms. Wingfield	561-792-8679	<a href="mailto:keisha.wingfield@palmbeachschools.org">keisha.wingfield@palmbeachschools.org</a>
S-Z	Ms. Williams	561-753-4009	<a href="mailto:breyanna.williams@palmbeachschools.org">breyanna.williams@palmbeachschools.org</a>
ELL Students	Ms. Delgado	561-753-4033	<a href="mailto:beverly.delgado@palmbeachschools.org">beverly.delgado@palmbeachschools.org</a>

*\*\*\* Final Official Transcripts requests will be completed during senior check out - transcripts will not be released until the district clears all student grades - which may not be until July, details forthcoming.*

## **Commencement Coordinator -**

Mrs. Cote

Email: [BarbaraVictoria.Cote@palmbeachschools.org](mailto:BarbaraVictoria.Cote@palmbeachschools.org)

## Commencement Ceremony Dress Code

\*\*\*ALL GRADUATES MUST WEAR THIS YEAR'S CAP AND GOWN TO PARTICIPATE IN OUR COMMENCEMENT CEREMONY. \*\*\*

THE DRESS CODE WILL BE STRICTLY ENFORCED AT COMMENCEMENT.  
NO EXCUSES.

### Ladies:

- No sunglasses.
- No oversized jewelry.
- Small necklaces only (must be worn under the gown).
- Only school-sponsored academic stoles, cords, and medals can be worn as part of your attire.
- If the hem of your dress falls below your gown, the dress must be a DARK color (black/navy/dark brown).
- Dark color slacks (black/navy/dark brown). NO JEANS.
- Dark color (black/navy/dark brown/nude/white) dress shoes. NO SNEAKERS.
- Hair should be styled to allow for the hat to be positioned flatly on top of the head.

### Gentleman:

- No sunglasses.
- No oversized jewelry.
- Small necklaces only (must be worn under gown).
- Neck ties/bow ties must be worn, under gown.
- Only school-sponsored academic stoles, cords, and medals can be worn as part of your attire.
- Long sleeve dress shirt (with a collar). White, Black, Teal, Navy, Dark Brown, or Grey
- Dark color slacks (black/navy/dark brown). NO JEANS.
- Dark color (black/navy/dark brown/nude) dress shoes with socks. NO SNEAKERS.
- Hair should be styled to allow for the hat to be positioned flatly on top of the head.



In order to participate in the Commencement Ceremony, it is imperative graduates follow the dress code guidelines. The guidelines include wearing this year's CAP and GOWN.

**\*\*\*Caps may not be decorated\*\*\***

**Students not following the dress code guidelines will not be permitted to participate.**