



PAINT BRANCH HIGH SCHOOL

NATIONAL BLUE RIBBON SCHOOL OF EXCELLENCE

14121 Old Columbia Pike • Burtonsville, Maryland 20866

PHONE: 301-388-9900 • FAX: 301-989-5609

Myriam A. Yarbrough, Ed.D.
Principal

February 2019

Dear Parents and Guardians of the Class of 2019,

We are delighted to provide you with this senior information packet detailing the culminating events for seniors leading to graduation on **May 24, 2019 @ 9:00 a.m. at Paint Branch High School, Burtonsville, Maryland.**

Please review this information with your graduate(s) and retain the packet for future reference.

Obligations: Seniors may clear financial obligations using cash or personal check through **Friday, April 26, 2019.** Beginning on **Monday, April 29 through Friday, May 10,** obligations must be paid in CASH only. The senior obligation letters are available for pick-up tonight at this meeting. However, additional obligations may be added through **Friday, May 17, 2019.** Please be sure to remind your child to return all textbooks to their teachers before their exams. Contact the finance office at 301-388-9914 or e-mail Christina_M_Speed@mcpsmd.org to obtain the latest obligation information.

Senior Exam Schedule: Seniors are required to take exams for all classes as scheduled. Students are expected to attend only when they have an exam scheduled for the period.

- **Thursday, May 16th** Senior Exam Review Day
- **Friday, May 17th** Periods 6 & 7
- **Monday, May 20th** Periods 4 & 5
- **Tuesday, May 21th** Periods 2 & 3
- **Wednesday, May 22nd** Periods 1 and Make-ups. Make-up exams as approved by administration and scheduled with teachers.
- **Wednesday, May 23rd** **LAST DAY FOR SENIORS**

Graduation Profile: The *2019 PBHS Graduation Profile* is attached at the end of this packet. The profile must be completed by your student and returned to Ms. Murphy in the College/Career Information Center by Wednesday, **April 17, 2019.** Please note that seniors who have not returned this form, as requested, will not have their information printed in the graduation program.

Yearbooks: If your child would like to purchase a yearbook, the cost is **\$80.00** until **April 15th.** After that date, the cost will be \$85.00. You must go online to <https://www.yearbookordercenter.com/> and type in the code "7158" to place the order. Please note that only 122 copies remain available for purchase. If you have any yearbook questions, please contact Ms. Flippen, the yearbook adviser, at Shelby_D_Flippen@mcpsmd.org.

Final Transcripts: Seniors will need to provide a business sized stamped (1 stamp), addressed envelope for each college/university they wish to have a final transcript sent to. Write their name in the top upper left corner of the envelope. Please bring the envelope(s) to the Counseling Office/Guidance Office. There is **NO ELECTRONIC FILING OF FINAL TRANSCRIPTS.**

Caps and Gowns/Graduation Tickets

1. A cap and gown is required for participation in the graduation ceremony. If your student has not already purchased the cap and gown, you may purchase them directly from Paint Branch High School for **\$45.00**. Checks should be made payable to Paint Branch High School and turned in to Ms. Speed in the financial office.
2. Senior dues, in the amount of **\$30.00**, must be paid in order to participate in graduation. Checks should be made payable to Paint Branch High School and turned in to Ms. Speed in the financial office.
3. Girls will wear a gold cap and gown with a burgundy Stole and boys will wear a burgundy cap and gown with a gold stole. If your student chooses to use a cap and gown from a previous graduation year, the student will be required to bring the gown to Dr. McClain to approve the color match.
4. Seniors **MUST** be cleared of all financial obligations before caps and gowns and graduation tickets will be given out. Caps, gowns and stoles along with graduation tickets, will be distributed in front of the auditorium from **12:00-2:00 p.m. on Wednesday, May 22, 2019**.

Each graduate is provided with 6 tickets for invited family and friends. There is no charge for tickets, however no one will be admitted without a ticket. This is the policy of Paint Branch High School and is strictly enforced. **Tickets are needed for children who require a seat.** Strollers are not permitted inside the ceremony. Tickets will be given to students on **Wednesday, May 22 from 12:00-2:00 p.m.** with the caps and gowns.

Graduation Rehearsal

The rehearsal will take place on **Thursday, May 23, 2019 at 7:45 a.m.** in the Gymnasium. **Graduation rehearsal is MANDATORY** in order to participate in the graduation ceremony. Students **MUST** arrive to rehearsal on time; they **must attend rehearsal in order to participate in graduation**. In addition, all financial obligations must be paid. Students are expected to stay at rehearsal until dismissed by Dr. Yarbrough.

Dress

Graduation is a formal occasion that requires appropriate dress. Shorts, jeans, sweat suits, cut-offs, t-shirts, flip-flops, tennis shoes, etc. are not appropriate attire for guests or graduates. It is expected that male graduates will wear long dress pants, a shirt and collar and tie and dress shoes with socks. Female graduates are expected to wear a dress, slacks or skirt and blouse, and dress shoes with a flat or low heel. Graduates may not decorate their caps or gowns. **Students are not permitted to bring a purse or any other belongings into graduation.** Graduates who do not adhere to these guidelines will not be allowed to participate in the ceremony.

Arrival Time at Paint Branch High School

Graduates are to report to Paint Branch by **8:00 a.m.** Admission for graduates is a cap and gown. They do not need a ticket. Graduates will report to their designated areas and line up in order at **8:15 a.m.** and are to remain in their assigned lobby area.

Graduation Decorum

While graduation is a joyous occasion, the ceremony is formal. It is important to have the cooperation of all guests and graduates to maintain this atmosphere. We have the same high expectations and standards for our guests as we do for our students. Therefore, be aware that graduates or guests whose behavior is inappropriate will be asked to leave the ceremony.

One of the most important things we ask is for guests to remain seated as graduates receive their diplomas and until all graduates have left the Stadium at the end of graduation. Other things to be aware of:

- **The doors will close at 8:50 a.m.** and will not be re-opened until the processional is complete.
- Students or guests under the influence of alcohol or other drugs will not be tolerated and will be escorted out of the stadium.
- Items such as balloons, beach balls, signs, silly string and noise makers are inappropriate and not allowed in the stadium.
- Talking during the ceremony is prohibited.
- Cell phones must be turned off during the ceremony.
- No photography of any kind is permitted in the aisles, in front of the stage or on the stage.

Photography/Videotaping

Parents and guests must not interrupt graduates with photography while they are lining up. Please take pictures prior to **8:15 a.m.** No photography of any kind is permitted in the aisles, in front of the stage or on the stage. A professional photographer will be taking pictures of all graduates. Proofs will be mailed shortly after graduation so that parents will have the option to purchase those pictures if they wish. A videotape of the graduation ceremony will be made available as well (order form attached).

Parking

Parking is limited at Paint Branch High School. We have made arrangements with community partners to provide additional parking offsite.

We encourage you to plan ahead regarding parking as spaces will be limited. There will be no parking available at PBHS after 8:00 am.

Shuttle buses will be provided to and from offsite parking. If you have questions regarding transportation, you can contact the Business Manager at (301) 388-9913 or by e-mail at Dawn_R_Ford@mcpsmd.org.



SENIOR UPCOMING EVENTS

Senior Banquet- February 28, 2019 (6:00 p.m. to 9:00 p.m.) Sheraton Hotel & Resorts, 4095 Powder Mill Road, Beltsville. The first event of the semester. Seniors will get all dressed up for a night of dinner and dancing. Tickets are \$45.00 and will be on sale February 4-14 during lunch. Students must provide their own transportation to the event.

Senior Prom – Friday May, 3, 2019 (8:00 p.m. – 12:00 a.m.) Samuel Riggs IV Alumni Center, University of Maryland, College Park.

All seniors may purchase tickets for their own use. Tickets will be \$60.00 per person. Students may bring a date from another grade or school. Attire is formal. There will be no admittance for prom guests who arrive after 10:00 p.m. to prom. Students taking an underclassman or someone from another school to the prom must complete the “Date Approval” form which will be available in the main office and from class sponsors beginning on **April 4, 2019**. Along with the completed form, a photo identification of the guest will be required. Any forms not fully complete or without a photo ID will not be processed.

After-Prom 2019 – May 4 (1:00 a.m. – 3:00 a.m.) Paint Branch High School

Paint Branch seniors, juniors and prom dates are permitted to attend the After-Prom. Prom is a school-sponsored event; After-Prom is a parent-sponsored event. Students attending the Prom may want to change into comfortable clothing (and shoes) for the After-Prom. Admission, games and food are free for all students who attend prom.

Driving – Please adhere to all state regulations regarding teen drivers and utilize parent drivers.

Limousines – Prom season is a busy time for limousine companies, so book early. A list of recommended “safe” limo providers is available at <http://www.mcppg.org>. Click on “Keep it Safe Training”.

“Getting in” to the After-Prom:

After-Prom ticket & photo ID are required to enter. Students should arrive no later than 1:20 a.m. to guarantee admittance. Sign-in and sign-out are required. Re-admission is not permitted. Once a student leaves, he/she cannot get back in.

The rules and regulations enforced during the school day are also enforced at all of the events listed above. Drugs, alcohol, and/or any other inappropriate behavior will not be tolerated. We look forward to the Class of 2019 having a wonderful prom and graduation. Many thanks for helping make this a safe and memorable experience for our teens!

Senior Field Day – May 23, 2019, Paint Branch High School – Immediately following graduation rehearsal:

The senior barbeque will provide students with an opportunity to get together and socialize before graduation. The barbeque will take place at Paint Branch with activities and music for seniors to enjoy the day. There is no cost to students for this event.

February 2019							February VIP Dates
Sun	Mon	Tues	Wed	Thu	Fri	Sat	20th - Parent Graduation Meeting
					1	2	6:00 – 8:00 P.M. - Auditorium
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	4 th – 14th Senior Banquet Ticket Sales (LAP)
17	18	19	20	21	22	23	28th Senior Banquet 6 – 9 pm
24	25	26	27	28			
March 2019							March VIP Dates
Sun	Mon	Tues	Wed	Thu	Fri	Sat	3 rd - Prom "Date Approval" forms available
					1	2	
3	4	5	6	7	8	9	
10	11		13	14	15	16	
17	18	19	20	21	22	23	
24/31	25	26	27	28	29	30	
April 2019							April VIP Dates
Sun	Mon	Tues	Wed	Thu	Fri	Sat	17th-22nd – Spring Break
	1	2	3		5	6	4th - Prom "Date Approval" forms due
7	8	9	10	11	12	13	26 th - Last day to pay obligations by check
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30					
May 2019							May VIP Dates
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	3rd Prom @ UMD/ 4th After Prom PBHS
			1	2	3	4	16 th – Senior Review Day 17 th -- Senior Exams (Pds. 6 & 7)
5	6	7	8	9	10	11	20 th – Senior Exams (Pds. 4 & 5) 21 th – Senior Exams (Pds. 2 & 3)
12	13	14	15	16	17	18	22 nd – Senior Exams (Pds. 1 & Make-Ups) 22 nd – LAST DAY FOR SENIORS 22 nd - Graduation Tickets/Caps & Gowns given out (12 to 2PM in front of auditorium)
19	20	21	22	23	24	25	23 rd – Graduation Rehearsal (9:00 a.m.) – Gym Senior Field Day (After Rehearsal) - PBHS
26	27		29	30	31		24 th --- Graduation (9:00 a.m.) PBHS

Paint Branch High School

Graduation Ticket Lottery Request Information

Graduation will be held on **May 24, 2019 at 9:00 a.m.** at Paint Branch High School. This year, each graduating student is entitled to six (6) tickets for family and friends to attend the graduation ceremony. We understand that some families may need a greater number of tickets. For this reason, we have provided the option to request one (1) additional ticket. However, please note that there is no guarantee of more than six (6) tickets. **Graduating seniors do not need a ticket so please do not include them in your ticket count.**

The deadline for extra ticket requests is Monday, April 8, 2019. Requests should be submitted online at the following link:

<https://docs.google.com/a/mcpsmd.net/forms/d/1FieEpe6YHXI68PeWnXTJSW16Wy7TtU0IA-IU-TaaxjE/viewform>

Special Seating Accommodations & Translation Services Request Information

Graduation will be held on **May 24, 2019 at 9:00 a.m.** at Paint Branch High School. Families must remember that special seating requests, such as wheelchair accessibility, translation services, or sign language interpreters, are included in the initial count of six seats. That is to say, special seating requests are counted **WITHIN** the initial six allocations – not in addition. Please note that only **ONE** person in your group can accompany people with special seating requests. Graduation is an important memory for all families and we will try our best to accommodate each family's needs while being mindful of the enjoyment of all.

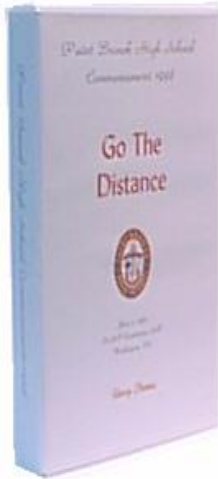
The deadline for both special seating accommodations and translation services requests is Monday, April 8, 2019. Requests should be submitted online at the following link:

<https://docs.google.com/a/mcpsmd.net/forms/d/1wjEvVFNxKpsBo2UIDSze45ipA923J0a1c0zzdumC-Qk/viewform>

Please Note: We cannot accept any ticket lottery requests, special seating or translation services requests via email, phone call, or note. We will only process requests from online submissions.

Paint Branch High School

Commencement 2019



\$25.00
(CASH ONLY)

- *Full coverage of Commencement events*
- *Quality four-camera production*

NOTE : Video Orders Must be Received By Monday, June 3rd.

All Orders must be paid in CASH ONLY
Graduation Videos will be mailed after June 30th.

DVD ORDER FORM

CASH PAYMENT ONLY - NO CHECKS ACCEPTED

ORDER DEADLINE: June 3rd, 2019

Student Name _____

Parent Name _____

Address _____

City _____ State _____ Zip _____

Home Phone : _____

Work Phone : _____

Videos will be mailed to the above address
after June 30th 2019

Orders must be prepaid IN CASH with the completed
order form.

Please bring completed order form, along with cash
payment to the

Financial Specialist's Office

Room 1018

(NO CHECKS ACCEPTED)



2019 PBHS Graduate Profile



for

_____ Last

_____ First

INSTRUCTIONS to Students and Parents:

1. Be sure the Student's name is clearly printed on the top line.
2. Be sure all sections are completely filled out.
3. **SECTION II:** Be sure all colleges applied to are listed with the outcome. If you requested a transcript, but you chose not to complete the application process, please list the college with the words "not completed" or "didn't apply." If you requested a transcript, but do not list the college below, our school computer records will list the result as "denied."
4. **SECTION III:** Be sure to list the full name and the amount of any financial awards, grants, or scholarships. The words "full ride" or "full tuition" are nice, but the State Superintendent has asked for an amount. Also, please list the name of the award. Writing "President's Award - Full ride" is not enough information.
For example: University of Maryland, College Park, President's Award - \$5,000 per year or one time.

SECTION I: POST-GRADUATION INFORMATION

- College I will attend (Name of College & Campus): _____
- College Major: _____
- OR Will be entering the Military (Branch Selected): _____
- OR Start working (Type of Work): _____

SECTION II: COLLEGE APPLICATION/SCHOLARSHIP INFORMATION - Use additional paper if necessary.

COLLEGES & CAMPUS APPLIED TO: (Include special programs, i.e. UMCP - Honors, Gemstone)	COLLEGE ACTION		
	Accepted	Deferred Until	Denied
1.			
2.			
3.			
4.			
5.			
6.			

SECTION III: SCHOLARSHIPS/AWARDS: List ALL scholarships offered – the name, the amount, and duration, whether you accept them or not. The Maryland State Department of Education has requested a complete list of the amount of awards offered to students at Paint Branch High School. The list will not include student names. Check the box of the one(s) accepted. Use additional paper if necessary. **ONLY LIST SCHOLARSHIPS YOU HAVE ACTUALLY BEEN OFFERED. DO NOT LIST IF YOU ONLY APPLIED.** Do not list loans or need-based aid.

Name of Award/Scholarship/Grant	Name of School or Organization Offering Award	Dollar Amount	Duration (1X or per year)
<input type="checkbox"/> _____	_____	_____	_____
<input type="checkbox"/> _____	_____	_____	_____
<input type="checkbox"/> _____	_____	_____	_____
<input type="checkbox"/> _____	_____	_____	_____

SECTION IV: CONTACT INFORMATION:

Email Address: _____

Yes [] No [] I would like to have any PBHS student interested in attending my college contact me at my email address _____@_____

➔ IMPORTANT: IN ORDER TO RECEIVE GRADUATION TICKETS, THIS FORM MUST BE COMPLETED AND RETURNED TO MRS. MURPHY IN THE COLLEGE/CAREER CENTER NO LATER THAN WEDNESDAY, APRIL 17, 2019.