



“Where all students will learn and succeed, and all means ALL”

Putnam County Junior High School

Michael Olson, Principal
olsonm@pcschoools535.org
Phone-815-882-2800 opt. 3

13183 N 350th Avenue
McNabb, IL 61335
Fax-815-882-2299

PCJH Class of 2023 and Graduates' Families:

The following message is lengthy, but I request that you take some time to thoroughly review the included information so we can host a memorable and safe commencement ceremony for the PCJH Class of 2021. Much of the information was shared in previous messages but bears repeating. If you have any questions on any of the information, please contact the jr. high school office at (815)822-2800 ext. 3.

Graduation Practice

Practice will be held at 9:00 AM on Friday, May 21st at PCHS. All graduates may be dismissed from PCHS. Each child will need a note from their parent/guardian giving them permission to leave at 10:45 a.m.

School-Issued Materials (Chromebooks, textbooks, etc.)

Graduates should return all school-issued materials to the school as soon as possible. Anything not returned by Friday, May 21st, 2021, should be brought to graduation practice.

Livestream

The ceremony will be livestreamed from the following YouTube channel: [PCHS Events](#)

Feel free to share this link with family and friends.

Confetti & Such

No streamers, confetti, air horns, silly string, or other celebration projectiles of any sort will be allowed at commencement.

Photos

After each graduate receives their diploma, they will stop at the Putnam County backdrop on the stage for a brief photo opportunity. One person per family may come down the center aisle to take a picture. Masks must be worn by the family member. Graduates will have their masks off when they receive their diploma and stand in front of the backdrop.

INDOOR CEREMONY PROCEDURES

Layout

- The staging area of the commencement will be under the west hoop, directly in front of the PC logo. This format will allow us to maximize the use of bleachers and social distancing.
- Graduates will be provided socially distanced seating on the west end of the gym floor. Faculty will be provided socially distanced seating on the east end of the gym floor.
- All spectators will be provided seating in the north and south bleachers.

Spectators & Seating

- Graduates may bring up to 10 spectators for commencement. Tickets will be provided to the graduates during practice for these spectators to enter the school. Spectators may only enter the school through the gym doors on the west side of the building. Spectators are asked to come in their group and immediately proceed to the seating area upon arrival.
- Bleachers in the gym will be marked with tape to indicate areas for seating. The spectators for a particular graduate must sit together in the bleachers. Bleachers not marked for seating must be left empty for social distancing needs.
- Bleacher spots will be first come-first serve.
- Spectators must not attend if they are experiencing any symptoms related to COVID, have had COVID in the past two weeks, or have been in contact with anyone who has been tested positive for COVID in the past two weeks.
- Parking will NOT be assigned since the lot will not be used for any commencement purposes.

Masks

All graduates, faculty, staff, students, and any other attendees must wear masks in the building at all times with the exceptions noted below. (Though the CDC has changed mask requirements, all Illinois schools must follow the rules of IDPH and ISBE. Their rules on mask requirements have not changed at this time.)

- Speakers may remove their masks while at the podium and providing their speeches.
- Graduates may remove their masks immediately before crossing the stage and must put their mask back on when going back to their seats.

Graduates Meeting Location and Procession

- Graduates will meet in the auditorium at least 45 minutes prior to the ceremony at the designated spot.
- “Pomp and Circumstance” will begin the procession into the gym at 6:00 PM.