



TRINITY ACADEMY

Innovative Classical Learning

GRADUATION HANDBOOK

2019-2020

Trinity Academy

This handbook has been prepared for you, a graduating senior, and your parents in an effort to help you coordinate your time and responsibilities for the numerous senior activities that will occur between now and Graduation on Saturday, May 23, 2020.



10224 Baileywick Road, Raleigh, North Carolina 27613
(919) 786-0114 (919) 786-0621 fax
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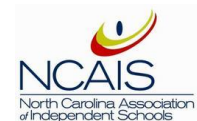
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Important Dates for Seniors

Wed., August 2, 2019 – 11:30 Wed., Aug. 7 - 4:15 pm Tuesday August 20, 2019 immediately following Senior Prayer luncheon	College Application Workshop <i>iLab</i> (Choose 1 of 3 dates)
Tuesday, August 20, 2019 12:15pm – 1:30pm	Senior Prayer Luncheon <i>Atrium</i>
Wednesday, August 21, 2019 8:15 am	Convocation <i>Founders Hall</i>
Saturday, September 14, 2019 4:00pm-midnight	An Exceptional Evening <i>Founders Hall</i>
Friday, October 11, 2019 12:53pm	Lunch with Board of Directors <i>Atrium</i>
TBD	College Financial Aid Meeting (parents) <i>Atrium</i>
Wednesday, October 16, 2019 8:10am to 11:30 am	College Application Workday Mock Interview Sessions <i>iLab</i>
Friday, November 1, 2019	Senior Pictures due for Yearbook Mrs. Williams
Wednesday, November 6, 2019 8:00 am	Graduation Packets (cap/gown, etc.) <i>Distributed in Homeroom</i>
Wednesday, November 13, 2019 12:30 pm-1:45pm	Orders Due to Herff Jones Representative <i>Conference Room</i>
Friday, November 15, 2019	First Italy payment due (\$1500/refundable) <i>Online form/Check due to Mr. Horner</i>
Thursday December 19, 2019 1:00 pm	Alumni Luncheon <i>Atrium</i>



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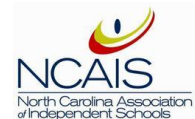




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Friday, January 17, 2020	2 nd Italy payment due (\$1000/non-refundable) <i>Check due to Mr. Horner</i>
Friday, February 7, 2020 12:53pm	Lunch with Board of Directors <i>Atrium</i>
Friday, February 28, 2020	Senior Ads due for Yearbook Mrs. Williams
Friday, March 27, 2020	“Baby” Pictures due for Bacc/Grad <i>Mrs. Dasher</i>
Monday, March 30-Friday, April 3, 2020 TBD	Senior Thesis Presentations <i>TBD</i>
Friday, May 1, 2020	Final Italy payment due <i>Check due to Mr. Horner</i>
Friday, May 15, 2020 12:53pm	Lunch with Board of Directors <i>Atrium</i>
Thursday, May 21, 2020 12:30pm – 3pm	Alumni Silver Tiger Luncheon and Graduation Rehearsal/LS Parade <i>Atrium and Founders Hall</i>
Thursday, May 21, 2020 6:00pm	Academic/Athletic Awards Night <i>Founders Hall</i>
Friday, May 22, 2020 5:00pm and 7:30pm	Baccalaureate Dinner and Service <i>Brier Creek Country Club and Founders Hall</i>
Saturday, May 23, 2020 9:30am (8:30am for pictures)	Graduation <i>Founders Hall</i>
Tuesday, May 26, 2020 (tentative) Thursday, June 4, 2020 (tentative)	Italy Trip departure Return
Sunday, June 7, 2020	Board of Directors hosted dinner at the Angus Barn





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College Application Workshop

PLACE: iLab

DATE: August 2, 7, and 20, 2019

TIME: 11:30 (Aug 2) and 4:15 pm (Aug 7) and following Senior Prayer Lunch (Aug 20)

This workshop is a time to begin work on your college applications and ask questions of Mrs. Dougherty and Mrs. Anton. Only the student attends and you choose 1 of the 3 dates. Attendance is a prerequisite for scheduling your senior conference with Mrs. Dougherty and Mrs. Anton.

Senior Prayer Luncheon

PLACE: Atrium

DATE: Tuesday, August 20, 2019

TIME: 12:15 PM to 1:30 PM

Each year the Trinity faculty and senior class parents gather to enjoy lunch, hear a brief encouragement and pray for our seniors. Each family will receive an invitation with instructions regarding RSVP's. Students should wear dress standard or better (students can change after noon dismissal). Note this is the first day of school, noon dismissal. Siblings may attend the prayer time, but not the luncheon.

Convocation

Place: Founders Hall

Date: Wednesday, August 21, 2019

Time: 8:15 am

Convocation marks the beginning of the school year and will be the first time that the Senior Class of 2020 is introduced. As it is a Wednesday, all students should be in dress standard. Parents are invited to attend.

An Exceptional Evening

PLACE: Founders Hall

DATE: Saturday, September 14, 2019

TIME: 4:00 PM to Midnight

Students will be trained as silent service waiters and waitresses for the Exceptional Evening dinner. For each participating senior, a financial donation will be made toward funding of the Italy trip.

Lunch with Trinity Academy Board of Directors

PLACE: Atrium (far end)

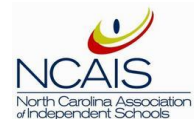
DATES: All Fridays: **Oct. 11, Feb. 7 and May 15**

TIME: 12:53 to 1:30 PM (usual lunch period)

This tradition was begun many years ago as an opportunity for mutual relationship building between seniors and Trinity's Board of Directors. This culminates with the Annual Angus Barn dinner in June. For these lunches, Seniors should plan to enter the Atrium by the far door (near soccer field) at the start of the lunch period. Pizza, salad and homemade desserts will be provided each time. You may sit at any table that is reserved for this special lunch, you are just asked to save at least 2 seats at your table for Board members to join you. Seniors are expected to attend each of these. No off-campus lunch on these days.



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College Application Work Day/Mock Interview Sessions

PLACE(s): iLab

DATE: Wednesday, October 16, 2019

TIME: 8:10 AM to 11:30 AM

Hands on work with your college application process and mock interview sessions with local business leaders.

College Financial Aid Meeting (parents)

PLACE(s): i-lab

DATE: October 23, 2019 (to be confirmed)

TIME: 6pm

The College Counseling office will host this informative event for parents.

Senior Pictures due for Yearbook

Place: Mrs. Williams

Date: November 1, 2019

Families are responsible to arrange to have senior pictures taken by mid fall. Many area photographers are available. Feel free to seek photographer recommendations from a Trinity family that has recently been through the senior process. Please submit the ONE picture that you would like included in the yearbook, by the above date, to Mrs. Melissa Williams at mwilliams@trinityacademy.com. Picture Specs: **A vertical format, high resolution, digital photo is required, preferably sent directly from the photographer.** Please note that you may choose any outfit or pose you like during your photography session, however, **make sure your photographer takes at least one picture with the following criteria as you MUST submit it as your yearbook picture: All - No Denim or Tee Shirts/ Young Men – Dress Shirt and Tie, Sport Coat Optional/ Young Ladies – No sleeveless or strapless dresses or tops**

Graduation Packets Distributed

Place: Homeroom

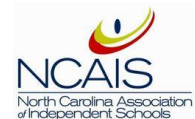
Date: Wednesday, November 6, 2019

Time Distributed in Homeroom

Herff Jones will provide a large envelope of information for seniors to take home and discuss with parents. The possibilities are endless, but the only required purchase is a cap, gown and tassel. We discourage borrowing gowns due to varying sheens and lengths. Parents are welcome to come to campus on the 13th (see below) when the rep will be present to answer any questions. She will also have samples and displays of everything from class rings to graduation announcements.



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Graduation Orders Due

Place: Trinity Conference Room

Date: Wednesday, November 13, 2019

Time 12:30-1:45

Our representative from Herff Jones will be on campus to take orders for caps and gowns (required), graduation announcements, class rings and other senior memorabilia. Prior to the date look for seniors to bring home an envelope of information to consider. Filling out any of the information beforehand will save you time that day. If you have questions, before or after, the contact information is

Graduate Services East of NC, Inc. | Representing Herff Jones

PO Box 879 Spring Hope, NC 27882 / Phone: 252-478-3146 / gseofnc@embarqmail.com

First Italy Payment Due

Date: November 15, 2019

PLACE: **Online form required by all**, check sent to Mr. Horner (payable to Trinity Academy)

TIME: by midnight

This payment is refundable and indicates an intent to go on the trip. Use [this link](#) or scan the QR code to indicate your child's intentions about the trip. Even if your child does not plan to go, please fill out the form.



Alumni Luncheon

Date: December 19, 2019

PLACE: Atrium

TIME: 1:00 PM

Join Trinity Alumni 2016-2019, teachers, staff and your fellow seniors for this reunion luncheon offering fellowship and encouragement.

Second Italy Payment Due

Date: January 17, 2020

PLACE: Check sent to Mr. Horner (payable to Trinity Academy)

TIME: by 4pm

This payment is non-refundable.

Lunch with Board of Directors

Date: February 7, 2020

Senior Ads due for Yearbook

Date: Friday, February 28, 2020

PLACE: Mrs. Williams

TIME: by 4pm

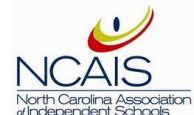
Yearbook ads are optional. You may purchase a 1/2 page (\$125) or 1/4 page (\$80) ad. If you create your own ad, the sizes are 8.5"(w) by 5.5" (h) for 1/2 page and 4" (w) x 5.5" (h) for 1/4 page. It must be submitted as a high-resolution jpg file (300 dpi or higher). Email to mwilliams@trinityacademy.com and submit a check payable to



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Trinity Academy with “Senior Yearbook Ad” in the memo line. If you would like the Yearbook staff to create the ad for you, send high resolution digital photos (qty. 4-5 for ½ page and qty. 2-3 for ¼ page) and text in an email to Mrs. Williams, mwilliams@trinityacademy.com. Only digital photos will be accepted. If you need assistance with scanning photos, Mrs. William’s will be happy to help, email her to set up a time.

Alumni Brick Orders Due

Date: March 17, 2020

Place: Online

Graduating seniors may purchase a commemorative brick to be placed in the Alumni Patio at the Atrium. Use this link to place your order by March 17, 2020: bit.ly/Brick_Class2020

“Baby” Pictures and General Class of 2019 Pics

Date: Friday, March 27, 2020

PLACE: Mrs. Dasher

Students and parents should select 8-10 pictures depicting different stages in the student’s life for the Baccalaureate/Graduation Slideshow. At least one picture should be from your senior portrait session. These should be uploaded digitally to a special folder and gallery in SmugMug. Mrs. Dasher will send you a specific link for uploading. Please also gather and upload pictures from over the years of all students (group shots are great) to help us build the scrolling slideshow for Graduation. There will be a separate upload link for these photos. Please direct questions to Mrs. Dasher at edasher@trinityacademy.com.

Senior Thesis Presentations

Date: Monday, March 30-Friday, April 3, 2020

Place: Founders Hall

Time: TBD

During the week Trinity seniors will present their Senior Thesis to the Upper School, faculty, friends and family. The presentation schedule will be determined in the spring and announced via Tiger Tales and email. Seniors should plan to dress up as this is the culmination of a year’s research and writing. Gentlemen should wear a coat and tie. Ladies may wear a dress as long as it has sleeves and is the appropriate length (see dress code).

Final Italy Payment Due

Date: May 1, 2020

PLACE: Check sent to Mr. Horner (payable to Trinity Academy)

TIME: by 4pm

All senior fundraising amounts will be factored into this final balance.

Lunch with Board of Directors

Date: May 15, 2020

Silver Tiger Alumni Luncheon/Graduation Rehearsal/Lower School Parade

Date: May 21, 2020

PLACE: Atrium, Founders Hall, LS Buildings

TIME: 12:30 pm to 3pm



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Seniors will be treated to lunch in the Atrium and welcomed into the Alumni Association. Other Trinity alumni will be in attendance and some will receive the Silver Tiger Award for their service and involvement. Seniors should be in daily standard even if they have not been on campus for an exam earlier in the day. After lunch, seniors will rehearse for Baccalaureate and Graduation in Founders Hall. Seniors should **BRING THEIR CAPS AND GOWNS TO SCHOOL TODAY!** Then, at 2:30pm, Seniors will line up to parade through the Lower School buildings where they will be applauded and cheered by Lower School students and teachers. Afterwards, students will leave their caps and gowns in the Founders Hall locker rooms for use the next evening.

Athletic and Academic Awards Night

Date: May 21, 2020

PLACE: Founders Hall

TIME: 6pm

Baccalaureate Dinner and Service

PLACE: Dinner at Brier Creek and Service in Founders Hall

DATE: Friday, May 22, 2020

TIME: 5 pm dinner, travel back to Trinity for 7:30 pm service

Seniors should plan to dress up for the dinner and wear their graduation gown for the service. Please see below for proper attire. Senior families will receive invitations in the spring. Trinity covers the cost of the dinner for the senior and two parents. Other guests should expect to pay for dinner.

Attire for Baccalaureate

MEN: Wear dark dress shoes (no topsiders, sandals, flip-flops or tennis shoes), dark dress socks, dark dress trousers, dress tie/bow tie, and a white dress shirt. Anything that shows through the gown will detract from the ceremony. A coat/blazer is appropriate during dinner.

WOMEN: Wear black dress shoes (no casual sandals, flip-flops or tennis shoes). All shoes should have a strap. Ladies may wear non-black dress shoes for the dinner, but should change before the service. Be careful not to wear too high of a heel; you will be walking up and down steps. Wear either a skirt and blouse or a dress (no sleeveless) of appropriate length. Dresses/skirts should not show below the hemline of the gown, nor interfere with the neckline.

Graduation

Date: Saturday, May 23, 2020

Place: Founders Hall

Time: 9:30 AM (seniors should arrive by 8:30 AM for individual and group pictures)

Trinity's graduation has always fallen on the Saturday of Memorial Day weekend. Please advise any family and friends of this date as soon as possible. Seniors may invite an unlimited number of guests. Tickets are not needed. A reception in the Atrium will follow the ceremony.

Attire: Graduation is a dignified event.

MEN: Wear dark dress shoes (no topsiders, sandals, flip-flops or tennis shoes), dark dress socks, dark dress trousers, dress tie/bow-tie, and a white dress shirt. Anything that shows through the gown will detract from the ceremony.

WOMEN: Wear black dress shoes (no casual sandals, flip-flops or tennis shoes). All shoes should have a back or a strap. Ladies may wear non-black dress shoes for the reception, but should change after the ceremony. Be careful not to wear too high of a heel; you will be walking up and down steps. Wear either a skirt and blouse or a dress (no sleeveless) of appropriate length. Dresses/skirts should not show below the hemline of the gown, nor interfere with the neckline.



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SELA: Italy Trip

Date: Approximately: Tuesday, May 26 – Thursday, June 4, 2020

Place: RDU

Time: TBD

Seniors and their families are encouraged to plan for this capstone experience as soon as possible. Flights and ticket prices make it impossible to predict exact times, dates or costs this early. With few exceptions, the trip has generally begun the Tuesday following graduation with a return the following Thursday. The cost for the trip, over the last two years, has averaged about \$3500. Again 2019/20 ticket prices will dictate the cost.

The approximate payment schedule is below.

November 15, 2019 - \$1500 (refundable, indicates intention to participate)

January 17, 2020 - \$1000 (nonrefundable)

May 1, 2020 – Balance Due (nonrefundable, senior fundraising amounts will be applied to balance).

This amount includes:

Lodging (for 8 nights) and 2 meals per day (for 8 days)

Airfare & Ground Transportation

Entrance fees for cultural sites

Students will be responsible for purchasing their own souvenirs, their lunch each day and any snacks/meals they purchase in the airports at the beginning and end of the trip.

Passports:

We must have a copy of a valid passport from every student on file by Monday, February 3rd, 2020. If you do not currently have a valid passport, please plan to take care of it ASAP. (It typically takes 4-6 weeks to receive the passport after the application is submitted.) Check expiration dates on existing passports.

Senior Dinner with Trinity's Board of Directors

Date: Sunday, June 7, 2020

Place: Angus Barn

Time: 5:30 PM

Each year the Board of Directors at Trinity Academy hosts the newly graduated senior class immediately upon the conclusion of the Italy Trip. It is a special conclusion to the “graduation experience” and all seniors should plan to attend. Dress is coat and tie for the gentlemen, dress or nice slacks for ladies. You will meet in the lobby of the Angus Barn and be escorted to the dinner location, please arrive by 5:20pm. An RSVP will be requested in May.



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