

SFHS Senior Checkout Process

May 14 & 15, 2020

May 14th	8:00-9:30am	Seniors A-B
	9:30am-11:00am	Seniors C-E
	11:30-1:00pm	Seniors F-H
	1:00-2:00pm	Seniors I-K
	2:00-3:00	Any Senior

May 15th	8:00-9:30am	Seniors L-N
	9:30am-11:00am	Seniors O-R
	11:30-1:00pm	Seniors S-T
	1:00-2:00pm	Seniors U-Z
	2:00-3:00	Any Senior

- Please follow the schedule above to comply with the directives of social distancing. (staff members will be throughout the building to ensure students are following social distancing guidelines)
- Enter the school at the front entrance
- Pick up a checkout card in the front commons area
- Four areas on the card must be stamped/signed: Counseling, Library, Chromebook, and Finance.
- If an area is not stamped/signed please go to that location to get it stamped/signed.
- The finance office is the last location you go to if it is not stamped/signed.
- Take the completed card to the cafeteria to pick up your graduation packet. Items included in the packet: gap & gown (graduates will get to keep their cap & gown this year), honor/high honor cords, pathway cords, medallion, stole, gift from administration, gift from counselors, and yearbook thumbdrive (if a yearbook was paid for).
- Yearbooks for now are on a jump drive due to the printing plant that makes our yearbooks has been shut down. Physical yearbooks will be to us around the middle of June.
- You may still purchase a yearbook from the finance office if you haven't already done so.
- Seniors will be able to purchase their Chromebook this year for \$25. Limit one per student. This can be done next week during check out. The Chromebooks will be cleared from the district filters at the end of the month.
- This is also a great opportunity to clean out lockers and PE lockers if you haven't done so already.