

March 20, 2018



Dear Parents of and Members of the Class of 2018:

We began the school year last fall and graduation seemed so far away, but here we stand at the close of an amazing senior year! As we approach graduation, we at First Baptist Church want to remind you of several significant events we have planned along the road to commencement.

**Graduate Recognition Service** - As you may already know, this year's Graduate Recognition Service will be held on **Sunday, May 20, 2018**. Each graduate should plan to wear his/her cap and gown and any honor cords they may have earned. The worship service will recognize the transition in your son or daughter's life. This day will be made even more special by the senior video that will be produced for the worship service. In order to help us prepare the video please:

1. Bring 8-10 pictures of your son or daughter growing from baby to high school graduate **on a CD or thumb drive** for our video. Make sure they are in chronological order. Pictures must be in JPEG format with 400 resolution.
2. If you don't own a scanner, you can scan the pictures at Wal-Mart or at the church (during the week). Another option would be for the students to scan them at school.
3. Scan one (1) school senior picture for our bulletin insert.
4. Complete the "Graduate Information Sheet" included with this letter.

**NOTE:** Please turn in 10 pictures **max including senior picture**. You can display additional pictures on your student's table in the Narthex on Graduation Sunday.

We will need all these materials turned into Janet in the church office by **Sunday, April 22nd**.

**Letter to Your Graduate** – Another highlight of past Senior Luncheons has been a letter written from the parents to their graduate. Each letter needs to be a **one (1) page** Microsoft Word document. The letter should be **double spaced** and written in size **10** font with 1 Inch margins all around. The letter should begin by addressing your senior by name (Dear Jim,) followed by the body of the letter. Each letter should conclude by including your name(s) (Sincerely, Mom and Dad). **Bring the letter with you and we will invite you to read it to your son or daughter at the luncheon.** Since this may be too difficult for some parents to do, you might choose to have another family member, or member of the church staff read it to your graduate instead.

**Photo Table** – **On Saturday May 19th from 10 a.m. to 1 p.m.**, small tables will be set up in the narthex and tower narthex for each graduate. You may also come and decorate your table on Friday, May 18<sup>th</sup> during church office hours. We will organize tables by alphabetical order by last name (A's beginning in narthex, lower letters in tower narthex if needed). We would like for you to use this table to display several pictures of your graduate. You will need to set up your senior's memorabilia at the designated time on Friday or Saturday on the table labeled with your son or daughter's name. At the conclusion of worship on Sunday, each graduate should stand at their table so that our church family can speak to each person and bless them before they go to the Tower Narthex for the meal. Remember! Tables are small! Choose your items carefully.

**Graduate Luncheon** - One feature of Graduate Recognition Day will be a luncheon that will be held in the Atrium. The church will be paying for each graduate and his/her parents' meals. Any additional family members attending the luncheon with you will need to pay \$8.00 per person. Due to space, we ask that you invite immediate family members only (grandparents, siblings, etc.). We must have payment **Friday, May 11th**.

**Please be sure to confirm your intention to be present for the morning worship service and the luncheon by Sunday, April 22nd.**

I look forward to this wonderful time of worship with you and your graduating senior. This day will be very special.

Peace,

Ben Massingill  
Interim Student's Director  
Easley First Baptist  
[bmassingill@efbc.org](mailto:bmassingill@efbc.org)  
859-4052 Church  
608-1431 Cell

#### **DATES TO REMEMBER:**

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|--------------------------------------|---|
| <b>Sunday, April 22<sup>nd</sup></b> | <b>Confirm final number of people eating at the graduation lunch</b>  |
| <b>Sunday, April 22<sup>nd</sup></b> | <b>Pictures scanned and turned into Janet<br/>Graduation Information Sheet turned into Janet</b>  |
| <b>Friday, May 11<sup>th</sup></b>   | <b>Payment due for grandparents<br/>and siblings who will eat at Senior Luncheon<br/>(Please return the reservation form along with payment)</b>      |
| <b>Friday, May 18<sup>th</sup></b>   | <b>(9 am – 5 pm) or Saturday, May 19<sup>th</sup> (10 am – 1 pm) – Set<br/>up your photo table display in Narthex or Tower<br/>Narthex in church.</b> |
| <b>Sunday, May 20<sup>th</sup></b>   | <b>Graduation Sunday<br/>(Seniors meet in Narthex at 9:30 to rehearse)<br/>Senior Luncheon in Atrium, Read Letter to Graduate</b>                     |



## ***Graduate Information Sheet***



*(Please return to Janet in the church office by **Sunday, April 22nd**, along with a CD of your graduate's picture, and final confirmation number of people eating at the graduation lunch.)*

**Full Name:**

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**Parents' Names:**

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**High School:**

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**Plans after High School (ex. College, Work, Military):**

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**Life Verse (Each graduate selects one Bible verse which is special to their walk with Christ):**

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# ***Graduation Lunch Reservation Form***

*(Please return to Janet in the church office by **Friday, May 11**, along with payment for immediate family eating at the graduation lunch.)*



**Graduate Name:**

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**# of Parents Attending:** \_\_\_\_\_

**# of Siblings Attending:** \_\_\_\_\_ **Ages:** \_\_\_\_\_ **x \$8.00 =** \_\_\_\_\_

**# of Grandparents Attending:** \_\_\_\_\_ **x \$8.00 =** \_\_\_\_\_

**Total Attending:** \_\_\_\_\_ **Total Amount Due:** \_\_\_\_\_

**Please make check payable to Easley First Baptist Church and indicate graduate name and Senior Sunday Luncheon in the memo line.**

**Please note any special dietary or seating requirements below.**

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