



Graduation Handbook 2018

# Class of 2018



# Parent Handbook

**VEGREVILLE**  
COMPOSITE HIGH SCHOOL





## Graduation Handbook 2018

Dear Grad Parents and Graduands:

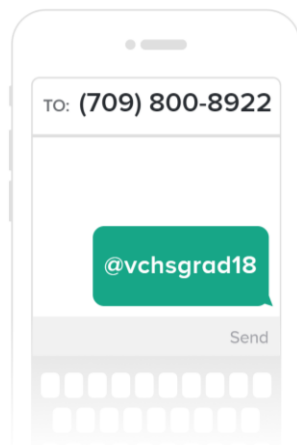
High school graduation is an important and exciting time for our grade 12 students and their families. This booklet contains information pertinent to the graduation ceremony, banquet, photos, clothing, and jewelry.

Please use this as a reference as the year progresses. As graduation approaches, it will help you stay informed about important dates. We will also send regular updates for both students and parents through the text messaging service Remind.

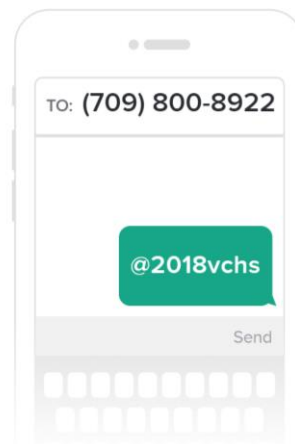
### Students

Tell people to text @vchsgrad18 to the number (709) 800-8922

They'll receive a welcome text from Remind.



### Parents



It is our goal at Vegreville Composite High School to provide an enjoyable and memorable graduation for our students and families. The information contained in the following pages should ensure that you understand the protocols and procedures attached to the graduation exercises. This will help you plan accordingly for Graduation 2018.

Should you have any questions, please contact the school at (780) 632-3341 and you will be directed to the appropriate staff member.

Kindly,

Graduation Advisors

Barclay Spady, Elli Hansen, Stacy Bennett, Katelyn Melnyk, Cherum Orr



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### CONTACT INFORMATION

<u>Name</u>	<u>Contact</u>
Barclay Spady	<a href="mailto:barclay.spady@eips.ca">barclay.spady@eips.ca</a>
Cherum Orr	<a href="mailto:cherum.orr@eips.ca">cherum.orr@eips.ca</a>
Elli Hansen	<a href="mailto:elli.hansen@eips.ca">elli.hansen@eips.ca</a>
Katelyn Melnyk	<a href="mailto:katelyn.melnyk@eips.ca">katelyn.melnyk@eips.ca</a>
Stacy Bennett	<a href="mailto:stacy.bennett@eips.ca">stacy.bennett@eips.ca</a>
Lorna Soldan (Finances)	<a href="mailto:lorna.soldan@eips.ca">lorna.soldan@eips.ca</a>

### CLASS OF 2018 GRAD COUNCIL

Open to all members of the 2018 Graduating Class. Please join the Google Classroom using code: **y6ifrw** for updates and information. Students are welcome to participate as much or as little as you would like!

Council committees' students may wish to be involved in: Grad Wear, Décor & Setup, Fundraising, Grad Community Events, Grad Photography & Slideshow, Social Media & Graphic Material, and Grad School Activities.

### INFORMATION

1. **Grad Information Bulletin Board** – located across from Room 6
2. **School website** – [vegcomp.ca](http://vegcomp.ca)  
Underneath the STUDENT LIFE tab, there is a GRAD 2018 tab.
3. **Remind Information App**
  - a. **GRADS** – text @vchsgrad18 to the number 709-800-8922
  - b. **PARENTS** – text @2018vchs to the number 709-800-8922
4. **Twitter** @vegcomp and **Instagram** – vegcomp

### COMMENCEMENT EXERCISES

Grade 12 students will meet with Mrs. Orr during the school year to ensure that they are enrolled in the appropriate courses to meet the requirements for Graduation.

To qualify for the grad list, students must adhere to the following criteria:

- Students entering Grade 12 in September **must** have accumulated a minimum of 80 credits by February 28, 2018.
- Students must have the necessary required courses or be enrolled in the remaining required Grade 12 courses in order to be on the Grad list.
- Any non-diploma correspondence (ADL) courses must be successfully completed, including the final, by April 30, 2018.
- Students **must attend classes regularly and on time** as per the *School Act* and Administrative Policy 350: Student Conduct.



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### GRADUATION REQUIREMENTS

Students must meet the requirements for graduation as established by Alberta Learning.

#### Diploma Requirements:

- 15 credits in senior English
- 15 credits in senior Social Studies
- 10 credits in Math (minimum Math 24)
- 10 credits Science (minimum Science 24)
- 3/5 credits in CALM 20
- 3 credits in Physical Education
- 10 other credits at the 30 level
- 38 other credits
  - **Minimum 100 total credits**

#### Certificate of Achievement Requirements:

- English 20-2 or 30-4
- Social 20-2 or 20-4
- Math 24 or 20-4
- Science 24 or 20-4
- Physical Education 10
- Career and Life Management
- 10 credits Work Experience or RAP or Green Certificate
  - **Minimum 80 total credits**

### DATES TO REMEMBER

Grad Parent Meeting	October 11, 2017
Graduation Jewelry Sale	October 3-4, 2017
Grad Wear Sales	October 6-15, 2017
It's a Matter of Choice Career Fair	October 17, 2017
Grad Fee \$100 DUE*	November 8, 2017
Initial Grad list posted	November 30, 2017
Grad Photos	November 30/31 & December 1, 2017
Grad Retakes	February 22, 2018
Semester 1 Diploma Exams	January 11 – 30, 2018
Graduation Gown Sizing	February 2018 TBA
Final Grad list	May 1, 2018
Banquet Ticket Sales*	May 7 & 8, 2018 at lunch
Semester 2 Diploma Exams	June 13 -28, 2018
Rehearsal/decorating	June 8, 2018
<b>GRADUATION CEREMONY</b>	<b>JUNE 9, 2018 @ 12PM</b>
<b>GRADUATION BANQUET</b>	<b>JUNE 9, 2018 @ 4PM</b>

\*All school fees must be paid in full in order to purchase optional banquet tickets.



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### THE BUDGET

The grad fee of \$100 will be payable to Vegreville Composite High School by November 8, 2017. This is included on your school fees invoice; however it may be paid separately. As per Elk Island Administration Procedure 505, Section 3.7.2 Schools may, at the discretion of the Principal, decide on a student's participation in co-curricular or extra-curricular activities due to unpaid fees.

Expenses vary from year to year depending on the decisions of the current grad class. Items such as grad caps and gowns, decorating expenses, and the group photo fluctuate. The budget presented below is based on anticipated expenses and is adjusted based on 60 graduates.

60 graduates		\$6000
Social Center Rental	\$2500	
Decorating Cost (includes ticket printing, invitations, programs)	\$2500	
Gown rental & cap/tassel	\$1200	
Group photo (8x10 color composite)	\$800	
Grad Group Photo Framing	\$400	
Banquet tickets for dignitaries, invited guests	<u>\$600</u>	
<b>Total</b>	<b>\$8000</b>	
<i>Fundraising minimum to balance budget</i>		(\$2000)

Please note the fee **does not cover** the banquet ticket cost of approximately \$45/person as determined by the catering choices. A banquet ticket is required for each person attending.

### GRAD WEAR

The Graduation Council designed a grad logo to represent this year's graduating class. This logo can be added to several items available for purchase on the Grad Store. Hoodies can be customized at an added cost.

The link for the store is:

<https://homerunsports.itemorder.com>

Password: GRAD2018

The store is open until October 15, 2017 and any purchases made will be delivered by November 8, 2017. The store can be opened again later at the request of students.



## **Graduation Handbook 2018**

### **IT'S A MATTER OF CHOICE POST-SECONDARY AND CAREER FAIR**

For 30 years, EIPS has been hosting a one-evening opportunity for students in grades 9 to 12, their parents/guardians and the general public to attend YOUR FUTURE: It's a Matter of Choice, which brings together more than 40 post-secondary institutions and career areas under one roof.

The event will be held on **October 17, 2017** from 6 p.m. to 8 p.m. at the Holiday Inn Hotel and Conference Centre in Sherwood Park.

### **GRADUATION JEWELRY**

Barry Dmitri from Josten's Jewellery was at VCHS October 3 & 4. Brochures are still available to show the various styles that students may choose to purchase. Please deal directly with Barry and the Josten's website for further information or purchases.

### **GRADUATION PHOTOS**

Lifetouch will be taking graduation photos on November 30, 31 and the morning of December 1, 2017. Retakes are scheduled for February 22, 2018 but can also be done any time throughout the year in their Edmonton studio. Lifetouch provides ten backgrounds along with flooring, giving an opportunity for full-length photos. Sessions are twenty minutes and are booked online. Brochures with booking information will be available in the beginning of November.

The photographers charge a sitting fee of \$25.00 paid directly to Lifetouch. Parents are not obligated to purchase packages, however, if they choose to do so, the sitting fee will be credited towards the cost.

### **GRADUATION GOWN SIZING**

Students will be measured for their graduation gowns in February. Further information will be provided via the various formats.

### **CLASS VALEDICTORIAN**

The Valedictorian is selected after first reporting period in second semester (mid-April). This decision is made by administration based on academic standing.

### **BEHAVIORAL EXPECTATIONS**

Graduation is a school event. Any alcohol/drug consumption by graduands, parents, or guests will not be tolerated. Drinking in or around the venue will result in removal from the ceremony, and school consequences will be applied. The RCMP will be patrolling the grounds of the Social Center as well as the Egg Park on graduation day.



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### GRADUATION CEREMONY & BANQUET TICKET SALES

To attend the Graduation Ceremony, a ticket is required and our anticipated limit is 10 to 12 tickets per graduand. Optional banquet tickets will be sold at lunch in the general office on May 7 & 8, 2018. Projected costs for Graduation Banquet tickets are \$45/ticket but is dependent on the caterer. Tickets for the banquet are anticipated to be limited to 8 family, including the graduand. Payment may be made via debit card, credit card, cash, or cheque payable to VCHS. **\*\*Students with any outstanding fees will not be able to purchase optional banquet tickets.**

### SEATING ARRANGEMENTS

Dignitaries, guest speakers, and staff are seated near the front to allow for easy access to the stage with minimal disruption. Guests requiring special needs (walker, wheelchair) are seated near the foyer entrance. For the ceremony, seating will be reserved for the graduation class and the remainder will be general seating.

### DECORATING

The Grad Council Decorating Committee will organize students/volunteers to decorate the Social Center on Friday, June 8, 2018. Transportation in the form of a flat-bed trailer will be required to haul larger items (stairs, backdrops etc.) from the school to the Social Center and back again. Parents will also be required to assist with set-up and take down where possible. The Graduation Council for 2019 will also be helping.

### REHEARSAL

A mandatory rehearsal at approximately 4:30pm on Friday, June 8, 2018 will be held at the Social Center. This rehearsal is important as we run through the program and is for graduands only.

### CLASS OF 2018 PHOTOGRAPH

The group photograph will be taken on Saturday, June 9, 2018 as to be determined by the Grad Council.

### DIPLOMA PRESENTATION & CEREMONY

The doors to the Social Center will open an hour prior to event start and will be general seating. The diploma presentation and ceremony will take approximately 90 minutes. After the ceremony, we will ask all students/family not helping with the ceremony/banquet transition to leave the social center.

### BANQUET

The doors to the Social Center will re-open thirty minutes prior to event start depending on setup. The evening ends at approximately 6:00pm. The meal is buffet-style and usually features a protein entrée, along with numerous salads and side dishes. Dessert and tea/coffee are included.



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### GOWN RETURN

Students and their families are encouraged to take photographs in their caps and gowns. The gowns and vee-stoles must be returned on Monday, June 11, 2018 but can be returned at the Social Center if students prefer. Please hang up the gown on the student's labelled hanger and initial the return sheet when returning the regalia. Any unreturned gowns or vee-stoles will be charged to the student. The cap is a memento for the student to keep.

### DIPLOMA EXAMS – SEMESTER ONE

Thursday, January 11, 2018	English Language Arts 30-1 Part A English Language Arts 30-2 Part A
Friday, January 12, 2018	Social Studies 30-1 Part A Social Studies 30-2 Part A
Monday, January 15, 2018	Français 30-1 Partie A
Monday, January 22, 2018	Français 30-1 Partie B
Tuesday, January 23, 2018	English Language Arts 30-1 Part B English Language Arts 30-2 Part B
Wednesday, January 24, 2018	Social Studies 30-1 Part B Social Studies 30-2 Part B
Thursday, January 25, 2018	Mathematics 30-1 Mathematics 30-2
Friday, January 26, 2018	Biology 30
Monday, January 29, 2018	Chemistry 30
Tuesday, January 30, 2018	Physics 30 Science 30

### DIPLOMA EXAMS – SEMESTER TWO

Wednesday, June 13, 2018	English Language Arts 30-1 Part A English Language Arts 30-2 Part A
Thursday, June 14, 2018	Social Studies 30-1 Part A Social Studies 30-2 Part A
Monday, June 18, 2018	Français 30-1 Partie A
Tuesday, June 19, 2018	Français 30-1 Partie B
Wednesday, June 20, 2018	English Language Arts 30-1 Part B English Language Arts 30-2 Part B
Friday, June 22, 2018	Social Studies 30-1 Part B Social Studies 30-2 Part B
Monday, June 25, 2018	Mathematics 30-1 Mathematics 30-2
Tuesday, June 26, 2018	Chemistry 30
Wednesday, June 27, 2018	Biology 30
Thursday, June 28, 2018	Physics 30 Science 30