



Graduation Handbook 2020

Class of 2020 Parent Handbook

VEGREVILLE
COMPOSITE HIGH SCHOOL





Graduation Handbook 2020

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, updates noted on the weekly Prowler, as well as information sent out to parent emails and student school emails.

Students & Parents

Download the Remind app and use code: @veggrad20

OR

Text the number (289) 812-3827 with the message @veggrad20

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 2020.

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
Rod Leatherdale, Holly Warawa, Elli Hansen



CONTACT INFORMATION

<u>Name</u>	<u>Contact</u>
Rod Leatherdale	rod.leatherdale@eips.ca
Holly Warawa	holly.warawa@eips.ca
Elli Hansen	elli.hansen@eips.ca
Lorna Soldan (Finances)	lorna.soldan@eips.ca

CLASS OF 2020 GRAD COUNCIL

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.

A google classroom has been used in the past and this may be set up at a later date.

INFORMATION

1. **Grad Information Bulletin Board** – located across from the wellness room
2. **School website** – vegcomp.ca
Underneath the STUDENT tab, there is a GRAD 2020 tab.
3. **Remind Information App**
GRADS & PARENTS -
Download the Remind App and use the code: @veggrad20
or text (289) 812-3827 (For all providers other than Bell or Fido)
4. **Twitter** @vegcomp and **Instagram** – vegcomp

COMMENCEMENT EXERCISES

Grade 12 students will meet with Mrs. Warawa or Mrs. Hansen 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, 2020.
- 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 May 30, 2020.
- Students **must attend classes regularly and on time** as per the *School Act* and Administrative Policy 350: Student Conduct.



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 20-3)
- 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

Graduation Jewelry Sale	October 2-3, 2019
Grad Parent Meeting	October 22, 2019
Grad Wear Sales	TBA
Grad Fee \$100 DUE*	November 8, 2019
Grad Photos	December 3, 4, 5, 2019
Grad Retakes	January 10, 2020
Semester 1 Diploma Exams	January 13-30, 2020
Graduation Gown Sizing	February 2020 TBA
Final Grad list	May 1, 2020
Banquet Ticket Sales*	TBA
Rehearsal/decorating	June 5, 2020
GRADUATION DAY	JUNE 6, 2020
Semester 2 Diploma Exams	June 10-26, 2020

*All school fees must be paid in full and the student must be on track to meet all graduation requirements in order to purchase optional banquet tickets.



THE BUDGET

The grad fee of \$100 will be payable to Vegreville Composite High School by November 8, 2019. 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	<u>\$6000</u>
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>
	Total \$8000

Fundraising minimum to balance budget
(\$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

A grad logo was designed 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 will be sent out once the online store is up and running.



GRADUATION JEWELRY

Josten's Jewelry was at VCHS on October 2 & 3. Brochures are still available in the office to show the various styles that students may choose to purchase. Please deal directly with the Josten's website for further information or purchases.

GRADUATION PHOTOS

Lifetouch will be taking graduation photos on December 3, 4, and 5. Retakes will be scheduled for February 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 Social Center and the Egg Park on graduation day.

GRADUATION CEREMONY & BANQUET TICKET SALES

To attend the Graduation Ceremony, a ticket is required and our anticipated limit is 10 tickets per graduand. Optional banquet tickets will be sold at lunch in the general office in May. 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 per 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.**



DECORATING

The Grad Council Decorating Committee will organize students/volunteers to decorate the Social Center on Friday, June 5. 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 2020 will also be helping.

REHEARSAL

A mandatory rehearsal at approximately 4:30pm on Friday, June 5 will be held at the Social Center. This rehearsal is important as we run through the program and is for graduands only.

CLASS OF 2020 PHOTOGRAPH

The group photograph will be taken on Saturday, June 6 at 1:15 pm, on the steps of the County of Minburn building 4909 50 Street, Vegreville. Directly following the photograph, the Commencement Ceremony will take place at 2 pm.

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 8 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 and tassel is a memento for the student to keep.

Administration will be seeking input for the overall planning and implementation of the ceremony.

DIPLOMA EXAMS – SEMESTER ONE	DIPLOMA EXAMS – SEMESTER TWO
January 13, 2020 - English 30-1/30-2 Part A January 14, 2020- Social 30-1/30-2 Part A January 22, 2020 - Math 30-1/30-2 January 23, 2020- English 30-1/30-2 Part B January 24, 2020 - Social 30-1/30-2 Part B January 27, 2020 - Biology 30 January 28, 2020- Chemistry 30 January 29, 2020 - Physics 30 January 30, 2020 - Science 30	June 10, 2020 - English 30-1/30-2 Part A June 11, 2020 - Social 30-1/30-2 Part A June 18, 2020 - Math 30-1/30-2 June 19, 2020 - English 30-1/30-2 Part B June 22, 2020 - Social 30-1/30-2 Part B June 23, 2020 - Biology 30 June 24, 2020 - Chemistry 30 June 25, 2020 - Physics 30 June 26, 2020 - Science 30