

Graduation Handbook 2018-2019

Class of 2019

Parent Handbook



BEV FACEY
COMMUNITY HIGH SCHOOL

Graduation Handbook 2018-2019

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.

Get information for **Bev Facey Community High School** right on your phone—not on handouts.

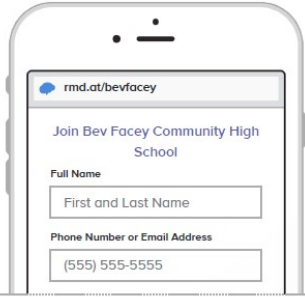
Pick a way to receive messages for **Bev Facey Community High School**:

A If you have a smartphone, get push notifications.

On your iPhone or Android phone, open your web browser and go to the following link:

rmd.at/bevfacey

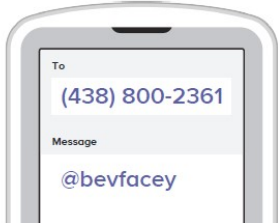
Follow the instructions to sign up for Remind. You'll be prompted to download the mobile app.



B If you don't have a smartphone, get text notifications.

Text the message @bevfacey to the number (438) 800-2361.

* Standard text message rates apply.



It is our goal at Bev Facey Community High School is 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 2019.

Should you have any questions, please contact the school at (780) 467-0044 and you will be directed to the appropriate staff member.

Regards,

Graduation Handbook 2018-2019

Bev Facey Staff

CONTACT INFORMATION

<u>Name</u>	<u>Role</u>	<u>Contact</u>
Matt Shudra	Grade 12 Administrator	matt.shudra@eips.ca
Heather Innes	Grade 12 Secretary	heather.innes@eips.ca
Kim Seibt	Promotions	kim.seibt@eips.ca
Natasha Giofu	Business Manager	natasha.giofu@eips.ca
Barclay Spady	Principal	barclay.spady@eips.ca

CLASS OF 2019 GRAD COUNCIL

Open to all members of the 2019 Graduating Class. Please join the Google Classroom using code: **u2so90** 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, the Grad song, Fundraising, Grad Community Events, Grad Photography & Slideshow, Social Media & Graphic Material, and Grad School Activities.

INFORMATION

1. **Grad Information Bulletin Board** – located in Student Services
2. **School website** – www.bevfacey.ca

Underneath the STUDENTS tab, there is a GRAD 2019 tab.

3. **Remind Information App**
 - a. **GRADSAND PARENTS**– text @bevfacey to the number 438-800-2361
4. **Social Media**
 - a. **Twitter** - @bevfacey
 - b. **Instagram** - @bevfaceyCHS
 - c. **Facebook** - @bevfacey

COMMENCEMENT EXERCISES

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

- 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.
- All school fees must be in good standing.

Graduation Handbook 2018-2019

- Any non-diploma correspondence (ADLC) courses must be successfully completed, including the final, by April 30, 2019.
- 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 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

Graduation Gown Sizing	August 27, 2018
Grad Parent Meeting	October 18, 2018
Graduation Jewelry Sale	November 7-8, 2018
Grad Wear Sales	November, 2018
Your Future: Post Secondary and Career Fair	November 22, 2018
Grad Fee DUE*	November 1, 2018
Initial Grad list posted	December 1, 2018
Grad Photos	December 5-20, 2018
Semester 1 Diploma Exams	January 14 – 30, 2019
Final Grad list	May 1, 2018
Banquet Ticket Sales*	May 7 & 8, 2018 at lunch

Graduation Handbook 2018-2019

Rehearsal	May 24, 2019
Grad	May 25, 2019
Semester 2 Diploma Exams	June 12 -27, 2019

GRADUATION CEREMONY
GRADUATION BANQUET

May 25, 2019 @ 12:30PM
May 25, 2019 @ 6:30PM

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

THE BUDGET

The grad fee of \$80 is on Acorn and payable to Bev Facey Community High School. This is included on your school fees invoice; however it may be paid separately. All school fees need to be in good standing. 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. The \$80 graduation fee covers the ceremony ticket, rental costs, regalia costs, certificate printing, and other administrative costs associated with the ceremony.

GRAD WEAR

The Art 30 students designed nine grad logo's, and the Student Grad Council chose one logo to represent this year's graduating class. This logo can be added to several items available for purchase on the Grad Store. The Student Grad Council will be deciding what clothing that will be available to purchase. That information will be posted to our website.

Your Future: 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 this event, which brings together more than 40 post-secondary institutions and career areas under one roof.

The event will be held on **Thursday, November 22, 2018** from 6:30 p.m. to 8:30 p.m. at the Clarion Hotel and Conference Center in Sherwood Park.

Graduation Handbook 2018-2019

GRADUATION JEWELRY

Barry Dmitri from Josten's Jewelry will be at Bev Facey on November 7th and 8th at lunch. Brochures will be 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

Icon will be taking graduation photos from December 5th to 20th at Bev Facey. Students will get an information letter soon with regards to the session dates and booking information. Grad photos can also be done any time throughout the year in their Sherwood Park studio.

Specific information regarding Graduation photos can also be found on the Icon website, <http://www.iconexp.com/graduation.html>.

GRADUATION GOWN SIZING

Students were measured on their Registration Day in August. If required, we will do a follow up measure in semester two.

CLASS VALEDICTORIAN

The Valedictorian will be selected mid-way through the 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.

GRADUATION CEREMONY & BANQUET TICKET SALES

To attend the Convocation Ceremony, a ticket is required to be purchased. Additionally to the Convocation Ceremony, there will also be a Banquet ceremony; those tickets are sold separately from the Convocation Ceremony tickets. The cost and date of sales for both events will be updated as details are decided upon.

Graduation Handbook 2018-2019

Payment may be made via debit card, credit card, cash, or cheque payable to Bev Facey CHS.

****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 of the Northlands hall to allow for easy access to the stage with minimal disruption. For the ceremony, seating will be reserved on the floor for the graduation class and the remainder will be general seating.

REHEARSAL

A mandatory rehearsal will be held at approximately 3:45pm on Friday, May 24, 2019 in the Banner gym at Bev Facey. This rehearsal is important as we run through the program and is for graduands only.

DIPLOMA PRESENTATION & CEREMONY

The doors to the Northlands hall will open an hour prior to event start and will be general seating. The diploma presentation and ceremony will take approximately 3 hours.

TIME BETWEEN EVENTS - PICTURES

There will be approximately three hours between the end of the Convocation ceremony and the beginning of the evening Banquet ceremony. Most students will be meeting at the Legislature for pictures. If the weather doesn't cooperate, students will meet at the Edmonton City hall. Details of this will be coordinated by the Student Grad Council.

BANQUET and GALA WALK

The doors to the Banquet event at Northlands will open at 6:00pm, thirty minutes prior to event start.

Students should congregate in the hallway of Northlands to prepare for the Gala walk. Students will enter the

Graduation Handbook 2018-2019

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.

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, May 27, 2019 to Bev Facey. Any unreturned gowns or vee-stoles will be charged to the student. The cap is a memento for the student to keep.