

2015 September 15

GRAD NEWSLETTER

Dear Parents and Students:

I hope that you will have a successful year and that this year's graduation activities will provide you with happy memories. This newsletter is an attempt to answer questions often asked. Please hold onto it for future reference.

On Tuesday, **September 22** in the Caledonia Library, starting at 6:30, members of last year's Parent Committee will meet with parents interested in helping this year with Prom and Dry-Grad.

On Monday, **September 28**, from 7:00 to 9:00, in various rooms in the school, students and parents will have the opportunity to meet with representatives from nine BC post-secondary institutions. Sign-up sheets, available in the office, are to be submitted by September 24 to Mr. Brewer or Mr. Hollett in the Careers Office (in the Counselling area).

Graduating students and their parents are invited to a meeting on Tuesday, **September 29** in the R. E. M. Lee Theatre; the meeting will focus on grad from 7:00 to 7:30 and on scholarships from 7:30 to 9:00.

CONTACT

The **mailing list** for our grad newsletters includes students expected to complete graduation requirements by June as well as students who are currently "short" by one course (classified as "12R"; students "short" by two or more courses are to be reclassified as Grade 11.). Grade 12 students designated as 12R are not allowed to attend the ceremony but have in the past been welcome to participate in the other grad activities. Students and parents are encouraged to stay aware of the student's grad status and to talk to the student's assigned counsellor if there are questions (A-K and Exchange students—Mrs. MacLeod; L-Z, Paces students, and School Completion students—Mrs. Chant).

Enclosed is a **response form**. Please fill in the needed information and return the form to the blue wooden box in the Main Office by Thursday, **October 29**. The response forms will be dated and numbered upon their return: the date of return and the order of return will determine the priority and potential for extra ceremony tickets. If you fail to return the form and to pay the fee by April 29, you are indicating you do not wish to attend the ceremony, and ceremony tickets will not be held for you. I will post (on the bulletin board across from the Counselling Office) a spreadsheet on which I will indicate the students who have submitted their response forms.

GRAD COMMITTEE

A meeting for students interested in serving on the **Grad Committee** is scheduled for lunch on

Wednesday, October 7 in the Lecture Theatre. This committee is an opportunity for students to provide service and leadership. Thanks in advance to the students who will be participating. Thanks also to the other individuals who will be giving time and effort to the extra-curricular activities associated with graduation.

CEREMONY

The **ceremony** at the R. E. M. Lee Theatre (referred to by some as “the walk-up”) is scheduled for the evening of Friday, **June 24**. A reception in the gym traditionally precedes the ceremony.

Caledonia students attend one graduation ceremony—the year in which they are expected to complete their graduation requirements. Students who wish to participate in the graduation ceremony must meet the deadline for **eligibility**. In the spring, when the grad list is confirmed, all participants have to hold “graduating status”—that is, enough courses completed or in progress. Students who wish to attend the grad ceremony and who require a correspondence course in order to graduate should apply for enrollment at the distance education school and submit at least the first assignment by February 29. Official registration in the course needs to be in place when eligibility is checked in March. Students should see their counsellors if necessary to check on credits and discuss registration in a correspondence course.

It is traditional for Caledonia grads to wear blue **gowns** (and, if they wish, the matching caps--that is, mortar boards) for the ceremony. Based on the information on the response form, I will be ordering a grad gown and cap for each grad; the cost is covered by the grad fee. Please indicate your height so that you receive the right length of gown. If you don't know your height, please see me in the Counselling Office, where I have a ruler on my doorframe. First Nations students who prefer to wear their own formal regalia are asked to indicate that preference to me by April 29.

The graduation ceremony is held in the R. E. M. Lee Theatre. The grads are seated on the stage. Each grad attending the ceremony is issued tickets with assigned **seating** for guests; if I don't hear otherwise, I will assume the grad wants two tickets for guests. On the response form, you may indicate a desire for a total of three or four tickets, but your request is not a guarantee that you will receive more than two tickets; the size of the grad class affects how many tickets are available for individual grads' guests. The form also asks if your guests have special seating needs (people needing to be separated, someone using a wheelchair, someone who has difficulty with stairs). If your seating needs change during the year, please inform me so your request can be kept accurate. I will be working on the seat assignment in the spring; the assignment of seats will not be confirmed until Mr. Axelson, Mrs. Chant, and I confirm the list of grads participating in the ceremony.

Later in the school year, Grade 12 students will select this year's **valedictorian**, who will speak at the ceremony on behalf of all the students graduating. This person should be able to reflect the thoughts and feelings of the graduating class; he or she should feel comfortable speaking in front of a large audience. Because there are always several nominees, the ballot will ask voters to number their choices in order of preference so that the wish of the majority can be determined. Students are asked to take time to cast their ballots.

The **rehearsal** for the ceremony is scheduled for Wednesday, June 1, in the first half of the double, starting in the gym and then moving to the R. E. M. Lee Theatre.

DOCUMENTS

Our major order of diplomas will be submitted to the printer in November. Please indicate on the response form how you want your **name** to appear. Failure to return the response form by the October 29 deadline forces a “default” format for your name.

Mountain West is doing our grad **portraits**. The company is to mail appointment cards and other information directly to the homes of students who may be graduating this year. Appointments are being scheduled for outside of class time October 26-30 in the Lecture Theatre. Entry of the school will be from the east side (portables side) of the school, through the doors nearest the dumpsters. Whether or not you plan to order portraits, please have your photo taken so that it can be included in the yearbook and the hallway composite. If ordering photo packages, you might want to include a 5” x 7” photo for insertion into the leatherette diploma booklet distributed at the ceremony. For ordering of portrait packages, you will be dealing directly with Mountain West . Retakes are tentatively scheduled for Friday, February 12.

It is possible for students to **borrow grad attire** from me in the Counselling Office in order to have other photos taken during the year.

Mountain West will be preparing the large composite of grad names and photos; the composites are hung in the school hallway. The *Terrace Standard* also likes to publish grad names and photos. If you don't want **publication** of the grad's name and photo in the newspaper, the grad's parent or guardian is asked to contact me in writing by Friday, April 29.

FESTIVITIES

Members of the 2015 **Parent Committee** will be in the Caledonia Library on Tuesday, September 22 to meet with parents interested in helping with this year's Prom and Dry-Grad Celebration. I understand that the Dry-Grad fee will be \$40 and that Prom banquet and dance tickets will once again be sold separately in the spring. The Dry-Grad fee may be paid in the Caledonia Office.

ACTIVITIES

Graduation **activities** at school during the last few years have included scavenger hunts, dress-up days, and other spirit activities. The operation of these activities depends on the time and effort volunteered by the Grad Committee.

The Grad Committee will appreciate that Grade 12 students refrain from grad graffiti. If you have an uncontrollable urge to do grad artwork that will be seen in public, please encourage your Committee to organize a mural or a sign-painting contest, and save your ideas and artistry for it. In the past, the Grad Committee has been held liable for **vandalism**, and if we have to pay for damages to private or public property, the result will be felt elsewhere in our grad activities. Please do your part for a responsible graduation.

FINANCE

Each year, the Grad Committee collects a fee from each grad to cover basic expenses. This year's **fee** is \$90. The fee will increase to \$100 on March 1. As mentioned earlier, failure to pay the fee by April 29 means you do not wish to attend the ceremony, and tickets reserved for you will be allocated to other students.

The fee covers

- diploma and leatherette cover (approximately \$20 per person)
- gown and stole rental; purchase of cap and tassel (approximately \$25 per person)
- souvenirs (approximately \$25 per person)—Tell me your t-shirt size on the response form so you don't end up with something three sizes too large or small.
- share of other expenses (approximately \$20 per person) including printing of invitations, tickets, programs; photocopying and postage; flowers, refreshments, some school-based grad activities

Grads are asked to pay the fee in the Main Office by **October 29**; payment may be by cash, cheque (payable to "Caledonia Secondary School"), or debit machine. The last day to pay the grad fee without incurring a **\$10 penalty** is Monday, February 29. The last day to pay the grad fee (with the penalty) in order to attend the ceremony is Friday, April 29; of course, waiting to pay until the late spring causes difficulties for the planning. Grads who pay the fee and then decide not to participate in the ceremony may receive a refund until Friday, April 29. Non-grads may receive a refund at any time. Please note that the grad fee is not considered paid if the student has other outstanding bills at the school—for example, library fines or lost textbook charges.

Grad Committee will make available a number of grad **clothing** items, such as hoodies, long-sleeve t-shirts, sweatpants, and shorts. Some of the items require a minimum number of sales so your interest and orders will determine which of these items will be available. (Remember that a souvenir t-shirt is already covered by the grad fee.) Grad Committee will decide if the sales will take place October 19-November 19 or February 1-March 4. Students are to pay their grad fee before they are permitted to purchase grad clothing.

Students not planning to pay the fee because they do not plan to participate in the ceremony may wish to pay a **partial fee** in order to receive some grad items (such as the diploma booklet and the souvenirs). If so, or if the fee is a **problem** for your family, please speak privately to me as soon as possible.

Grad Committee's major fund-raising activity of the year is the **Purdy's** Chocolates-for-Christmas campaign. Each grad is asked to take at least one order form for sales, to be returned with the payment by the deadline, and then to deliver the chocolates to the customers. Thanks in advance for your support. The brochures and white order forms (one order form for each of your customers) should be available on the office counter by September 21. The deadline for returning orders with payment is Friday, November 6. The orders are expected to be ready for pick-up on Saturday, December 5. Proceeds from the Purdy's campaign will support the granting of scholarships and the cost of school-sponsored grad activities not covered by the grad fee.

The three students with the top Purdy's Chocolates sales by November 6 will receive a **refund** of (or be excused from paying) the \$90 grad fee.

Please contact me if you have questions regarding graduation.

Yours truly,

Mrs. Robin MacLeod, Sponsor
 Grad Committee
 Caledonia 250-635-6531 ext 8056
 Cell 250-615-9494

Please complete this **GRAD NEWSLETTER RESPONSE**, and return it to the blue box in the Office by **OCTOBER 29**. Thanks.

NAME TO APPEAR ON DIPLOMA _____

(Please print clearly to show capital- and small-letters as well as spacing.)

I plan _____ / do not plan _____ to attend the graduation ceremony on June 24.

T-SHIRT SIZE — S _____ M _____ L _____ XL _____ XXL _____ XXXL _____

HEIGHT — _____' _____" (or _____ cm)

(Check your height in Mrs. MacLeod's Counselling Office if necessary.)

NUMBER OF SEAT/S DESIRED FOR CEREMONY GUESTS — 1 _____ 2 _____ 3 _____ 4 _____

Ideal number of seats for guests: _____

(Do not include the graduate in this number; graduates are seated on the stage.)

QUESTION/S and **SUGGESTION/S** —

SPECIAL NEEDS FOR SEATING OF GUESTS —

(Complete only if applicable.)

Guest in wheelchair _____ Guest who has difficulty with stairs _____

IF guests need to be separated from one another, please indicate the desired configurations for each total:

If you are granted a total of 2 tickets . . . 2 + 0 _____ or 1 + 1 _____

If you are granted a total of 3 tickets . . . 3 + 0 _____ or 2 + 1 _____

If you are granted a total of 4 tickets . . . 2 + 2 _____ or 3 + 1 _____

If you are granted a total of 5 tickets . . . 3 + 2 _____ or 4 + 1 _____

If you are granted a total of 6 tickets . . . 4 + 2 _____ or 5 + 1 _____ or 3 + 3 _____