

# Grad 2017 – Saturday, May 13, 2017

## Responsibilities

- ⦿ DVSS will assume full responsibility in the organization of the Saturday, May 13, 2017 Graduation Commencement Ceremony from 10:00 am to 12:15 pm. The ceremony will be held at the Badlands Community Facility. Only those meeting the criteria will participate in this part of the day.
- ⦿ **All other functions planned by students and parents are not associated with DVSS and therefore DVSS and staff assume no responsibility.**

## Tentative Agenda

**Wednesday, May 10, 2017** – 9:45 am – hand out Caps and Gowns – DVSS Office – will pose for a Drumheller Mail and Drum FM photo

**Friday, May 12, 2017** – 9:00 am to 3:00 pm – all grad and parent volunteers will decorate and setup the BCF

**Friday, May 12, 2017** – 3:00 pm – will meet with all grads at the Badlands Community Facility to do a brief rehearsal – Commencement Ceremony first and then a Grand March rehearsal.

### **Saturday, May 13, 2017**

- 10:00 am to 12:15 pm – BCF - Commencement Ceremony – please be on site no later than 9:30 am – Caps and Gowns
- 6:00 pm – Grad Photo – BCF - all students in their Grand March best – *don't be late or the photo will be taken without you*
- 7:00 to 9:00 pm – BCF - Grand March – twice around – once alone and then with your escort
- 9:00 pm – Slide Show
- 9:30 to 10:30 pm – BCF – Dance – photo opportunity for parents

## Grad Executive

- Financial – estimated expenses – where we are at now - \$7,408.63
- What's been completed so far
  - Theme – We are stars...
  - Colours – Black, Purple, and Silver
  - Grad Hoodies

## Where is my child at?

- List posted at the office – volunteer hours missing for most
- Mypass for detailed information: [mypass.alberta.ca](http://mypass.alberta.ca)

## Estimated Grad Expenses – Where does the money go?

<b>BCF</b>		<b>Other</b>	
Damage Deposit	300\$	Chairs 500 Free plus 700 reduced by 1500\$	1200\$ -
Cleaning charge	315\$	Decorations	1000\$
Stage 4X3 Panels (15\$ x 25)	394\$	Sound	1000\$
FH NFP Youth Daily	803\$	Safe Grad	1000\$
<b>Subtotal</b>	<b>1812\$</b>	Grad Photo	500\$
		Grace House Clean up	200\$
		Miscellaneous	300\$
		<b>Grand Total</b>	<b>7012\$</b>

Any leftover funds will go to a charity and the grad class of 2018.

## Remaining Fund Raisers

- Mixing Spoon – March 2
- Cake Auction – March 29
- Bottle Drive/Drop – March 8 to 22
- Car Wash – Western GM - ?

We also need parent volunteers for public speaking

- Parent response from student address to parents

We need two student volunteers for public speaking

- Student address to parents
- Student address to teachers

## **International Students – Family volunteer to host – cannot participate in Safe Grad**

### **Committees – list of items to be done**

- Decorating/Facility Setup & Tear Down – Noah Miles and Jayden Nail
  - Friday, May 12, 2017
    - Decorations
    - Risers – moved to BCF and set up - podium
    - Chairs – 700 rental – 400 supplied by BCF – reserved for presenters 40 – reserved for DVSS staff 35
    - Pillars – on stage
    - 3:00 pm Rehearsal
  - Saturday, May 13, 2017
    - 10:00 – 12:15 commencement ceremony
    - 3:00 pm – chair transition for the Grand March – Setup up of screens and projectors for the slide show –
    - 6:00 pm – Grad Photo – BCF - all students in their Grand March best – *don't be late or the photo will be taken without you*
    - 7:00 to 9:00 pm – BCF - Grand March – twice around – once alone and then with your escort
    - 9:00 pm – Slide Show
    - 9:30 to 10:30 pm – BCF – Dance – photo opportunity for parents
    - 10:30 pm – take down and pack screens and projectors store in a secure place till Monday
    - 10:30 pm – Grace House tears down the field house – chairs, pillars, and risers
  - Sunday by noon – field house needs to be cleared
    - Risers, podium, screens, and projector's returned to the school
- Slide Show – Cory Kroeger and Dayton Ainscough
- Baby photo – grad photo

- Safe Grad – parent committee only – top secret
  - Place needs to be secured
  - Transportation from BCF to Safe Grad
  - Beverage management
  - Who attends management - consent