

Picture Butte High School

Graduation 2025

Information for Students and Parents

Graduation Date:

Saturday, May 24th, 2024

Graduation Song:

TBD

Theme:

TBD



Memo to Grads and Parents

Date: September 23, 2024

From: The Staff Graduation Committee

RE: Graduation 2025 – Details and Planning

Cap & Gown Photos:

These are scheduled for *January 6, 7, & 8, 2025*. The Lifetouch photographer will be meeting with the grads on December 11th, during a lunch meeting to get all the details for their photo shoot, and to book their time slot online. Each grad is required to get at least a head shot (even if not purchasing a package) taken for the grad composite photo, and year book. **So, all grads need to pick an appointment time.**

Banquet:

LA Chefs has been reserved as the caterer for this year's graduation banquet. All grads and parents will have a vote on the caterer (this will happen this fall), and the meal selection (which will occur in March). If you have any special circumstances for the meal (e.g. vegetarian) please let Mrs. Williams, Mrs. Reurink or Mrs. Netzel know and we will do our best to accommodate.

Fundraising:

All graduates will be participating in the poinsettia fundraiser (early December delivery date). All grads are expected to sell a minimum of \$100.00. If families choose not to participate in the poinsettia fundraiser, they will be charged a flat rate of \$100.00 to make it fair for all graduates. Also, a Grad Fee per graduate will be implemented to cover the necessary costs to host graduation. This year the grad fee will be determined in the New Year as we need to wait until the Poinsettia fundraiser has been completed as the funds raised will determine the grad fee. This fee will need to be paid in full by April 30, 2025. The grad can also invite 3 guests to the banquet, which will be charged a price/plate. This will also need to be paid in full by **May 9, 2025** in order for your child and their guests to receive their banquet tickets.

Student Committee

Grad students that make up the committee are:

Staff Committee:

We are here to also sit in the monthly meetings, and help guide ideas and answer questions. We will also make sure that the following are booked and confirmed:

Cap & Gown Photos and Rentals, photographer, catering, security, clean up, curtain rental, and gifts are purchased. Staff members are Mrs. Williams, Mrs. Netzel and Mr. Lowe.

Week of May 21– May 25

- Students will not be excused from regular classes for any activities in preparation of graduation this week. Example: decorating, etc.
- All students will be required to help with decorating the gymnasium starting Wednesday, May 21 at 3:30 pm. Students will be expected to decorate the gym Thursday and Friday during the day if they do not have a scheduled class, and after school/evening. Decorating will end no later than 8:00 pm each evening, so the grads should be home shortly after that time.
- **PLEASE NOTE:** We expect all outside appointments (i.e. hairdressers, tanning, nails, etc.) to be done *outside regular class hours*.

Friday, May 23

- **Rehearsals: MANDATORY FOR ALL GRADS TO BE IN ATTENDANCE**

Grand March rehearsals will be held at **12:30 p.m. on Friday, May 23**. **ALL** grads are required to attend this rehearsal. After the rehearsal for the Grand March, all students will be required to stay and help until all the chairs are set up for convocation and all decorating preparations are complete.

Speakers / Program Participants. Rehearsals of all speakers and performers participating in Graduation ceremonies will take place on Friday after chair set up is completed. Students will not miss any scheduled classes for rehearsals.

- Decorating will take place all day until complete.



Saturday, May 24th



Morning:

- 10:00 a.m.** **Arrival at PBHS for Cap & Gown
Dress and preparation. Be on time!**
- 10:30 a.m.** **Group Cap & Gown Photo
Gym is open to all family and friends**
- 11:00 a.m.** **Graduation Convocation**

Evening:

- 5:15 p.m.** **Back at PBHS Be on time!
Group Formal Photo**
- 6:00 p.m.** **Banquet (Grad + 3 Invited Guests only)
Price/plate will be \$50.00 / guest (not including graduate).**
- 7:00 p.m.** **Door open to all family and friends**
- 7:15 p.m.** **Program Begins**
- 8:00 p.m.** **Grand March – Dance to follow**

CAP & GOWN (10:00 a.m.):

Fitting

Students need to arrive at the school Saturday morning by **10:00 a.m.** Please report immediately to Room 109 where you will dress in your cap and gown. Wear clean clothes and nice shoes to wear with your gown.

Photograph

Just prior to **10:30 a.m.**, students will be directed into the gymnasium where they will assemble for the group Cap & Gown photograph.

CONVOCATION (11:00 a.m.):

All parents and guests will report immediately to the gymnasium upon arrival. Rush seating will be available. Convocation is open to all. There is no charge. Convocation is where the students walk across the stage in Cap & Gown and receive a temporary diploma. The Valedictory Address and Guest Speaker speech is at this ceremony.

Convocation will begin at 11:00 a.m. and will last approximately 45 minutes.

Photography ~ Mr. Jeremy Thompson:

Jeremy will capture the day going behind the scenes and during the ceremonies (all group photos include: Class Picture in Cap and Gowns and Formal Class picture). You will receive a google drive link with photos from the day for all graduates to enjoy. We will notify everyone when the link is available to access on pbhs.ca!



FORMAL GROUP PHOTOGRAPH (5:30 p.m.):

A formal group photo will be taken at **5:30 p.m. sharp**. Please make sure that you are here a few minutes prior to 5:30. **We will not wait for late arrivals**. It would be unfortunate to have anyone missing from the picture. *Please be on time, we don't want to miss anyone in the photo.*

BANQUET (6:00 p.m.):

The **Graduation Banquet** will begin at **6:00 p.m.** This will be a catered meal. Grads voted on the meal, and it will be served buffet style.

Grads will be limited to **three** invitees to the banquet. *Exceptions can be made only for those of blended families. Please see Mrs. Williams.*

The cost of the 3 guests banquets tickets will be \$50.00 / ticket and will need to be paid for by May 10.

Seating for the banquet will be pre-arranged. Please let Mrs. Williams know of any special seating requests that you require as soon as possible (i.e. If students are attending graduation as escorts of each other, they will be seated together.) Reserved seats will be indicated with place cards.

Only Graduates and their three invited guests will be welcome in the gym during the meal.

BUFFET MENU (as per survey completed by grads in March)

Example of last years meal:

Carved Roast Beef with Gravy	Garlic Smashed Potato
Bacon Wrapped Chicken	Honey Glazed Carrots
Caesar Salad	Chef's Assortment of Desserts
Fresh Green Salad	Dinner Rolls & Butter
Pasta Salad	Tea & Coffee
Potato Salad	

PROGRAM - Gym door open to family and friends at 7:00 pm

Additional guests of graduates will be let into the gymnasium where seating will be provided at the north end of the gymnasium and on the bleachers.

All toasts (to Staff, Grads, Parents, etc.) will happen during the program. There may also be entertainment such as a slide show or musical interludes at this time.

GRAND MARCH / DANCE (8:00 p.m. – Dance to follow):

At approximately **7:45 p.m.** there will be a break for tables to be cleared in preparation of the **Grand March** and the **Dance**.

At **7:45 p.m.** all Graduates will meet in the Gathering Area to prepare for the Grand March. At **8:00 p.m.** the Grand March will commence. This will be followed by the **Dance**.

OTHER INFORMATION:

COST:

Grad Fee:(due April 30, 2025)	TBD
Convocation (Open to All):	No Charge
Banquet and Dance (Each Grad may invite 3 guests):	
Meal for Graduate:	Included in Grad Fee
Banquet ticket for each guest (maximum of 3)	TBD
Program & Dance (unlimited tickets):	No Charge

Please give Mrs. Williams the names of the people attending the Banquet before Friday, May 9th, 2025.

DECORATING:

Participation from all Grads will be necessary and is expected to get everything done on time. The major times will be Wednesday afternoon/evening, Thursday and Friday (day and evening). Decorating will end no later than 8:00 p.m. each evening so Grads should be home shortly after that time. Friday night decorating will continue until complete.

To clarify some questions that may arise:

1. All funds that have been raised through the school are used for Graduation Day purposes only. No funds are used for outside activities/parties or Safe-Grad activities. Safe-Grad is a parent-organized event and has absolutely no connection to the school or school division in any manner.
2. All major decisions concerning Graduation are decided in a democratic voting process with all grads who attend the noon hour meetings having the opportunity to vote. The Grad Council consists of a selection of Students and Staff who represent the wishes of the whole of the graduating class. All students are encouraged to contribute their ideas and wishes in relation to Graduation Day.

JUST A NOTE:

Graduation is an exciting time for all Grade 12 students. We are well into the preparation mode. Graduation is a time of celebration of success. We congratulate our students and your young men and women as they celebrate the joy of completing twelve years of education with all of their successes, challenges, and accomplishments and as they look toward their future.

