

Wheeler High School

Commencement 2020

Student Parent Information Packet

- **Final Exams**
 - **Senior Final Exams** will be given this spring according to the schedule below:
 - **May 11 – B day finals**
 - **May 12 – 3rd and 4th block finals**
 - **May 13 – 1st and 2nd block finals**
 - ****A-day finals will be taken during your normal 1st, 2nd, 3rd, or 4th block class**
 - May 14 and 15 can be used for makeup finals if any are necessary. This schedule is pushed a few days earlier than past years so that we can make sure all senior grades are finalized in plenty of time for us to evaluate seniors for commencement. The first commencement practice will be on Monday, May 18.
- **Commencement Participation**
 - In order to participate in the Commencement Ceremony, all outstanding fines including media center fines, book fines, and parking fines must be paid in full.
- **Commencement Rehearsals**
 - Rehearsal Dates
 - Monday, May 18, 8:30 am - 11:30 am in the Wheeler Café & Arena
 - Tuesday, May 19, 8:30 am - 11:30 am in the Wheeler Café & Arena
 - Rules for Rehearsals
 - Any inappropriate behavior during rehearsals could result in the school holding your diploma until community service has been served.
 - If you are tardy, miss a rehearsal, or leave early without prior permission from Mr. Gillihan, it will result in the loss of any extra tickets above the number guaranteed to each graduate.
 - We would like to leave rehearsals at 2 days only, but if behavior becomes an issue, we will have to add a third day of rehearsal to ensure the ceremony runs smoothly.
 - Caps and gowns are not required for rehearsal, but we highly suggest that you wear the shoes you will be wearing during the ceremony to practice getting on and off the stage comfortably.
- **Ceremony Information**
 - Wednesday, May 20, 2020, 6:30 pm in the Wheeler Arena
 - Students need to arrive to school and meet in Wheeler Cafeteria at 4:30 pm sharp. We will be taking a commencement group photo. If you are late, you will miss your opportunity to be included in the photo.
 - Parent and Guest Expectations
 - Commencement is an exciting occasion for the graduates, their families, and guests. Please follow these guidelines and be considerate of other guests so that everyone may have a memorable experience.
 - Plan to arrive on time. Late arrivals are disruptive to other guests and the graduates.
 - There will be a high volume of traffic entering and leaving campus in addition to normal traffic which varies by the time of day. Please plan to arrive early to allow plenty of time to find a parking spot, walk to the Arena, and locate a seat.
 - **Saving seats in the Arena is not permitted.** Seats are available on a first-come, first-serve basis.
 - There is no provision at the ceremony for storing personal items such as purses, briefcases, backpacks, etc.
 - Balloons and signs are not permitted within the venue. In addition, any object which obscures the view of others or impacts the safety of others is not allowed in the venue.

- Strollers are not permitted in the arena. Strollers brought into the venue must be left along a wall in the lobby. Wheeler High School is not responsible for strollers left in the lobby.
- The use of tripods, monopods, selfie-sticks and other camera stabilizing devices is not permitted.
- All aisles, stairwells and doorways must remain clear at all times.
- Guests are not permitted on the arena floor. This area is reserved for graduates and processing faculty only.
- Guests are not permitted in the graduate line-up area.
- Guests are not permitted to stand in aisles.
- Please silence all cell phones prior to the start of the ceremony.
- Parents, family members, and other guests are encouraged to meet their graduate on the Wheeler Football Field following the ceremony.
- Parking is available on the Wheeler High School campus and East Cobb Middle School campus. Carpooling is strongly recommended as parking will be limited.

• **Parking Locations**

Graduates	St. Catherine's Church on Holt Road.
Guests with Disabilities or Elderly Guests needing Individualized Assistance	East Cobb Middle School Parking Lot -- Assistance to and from the Wheeler Arena will be available for guests.
All Other Guests	Wheeler Bus Port -or- Wheeler Parking Lot -or- East Cobb Middle School Parking Lot

• **Commencement Tickets**

- **Tickets** are required for **ALL** persons entering. This includes babies, children, and individuals in wheelchairs. Please note that this requirement is due to the fact that tickets are based on overall capacity, not just number of seats. Guest entry is through the Arena doors on Holt Road **only**. The doors will open 45 minutes prior to the start of the ceremony.
- Wheeler's process for distributing commencement tickets is as follows:
 - Each student will receive 2 tickets for commencement. Students are able to request additional tickets from October 1, 2019 through April 1, 2020. **We cannot guarantee that students will receive the full number of tickets requested**, but we will do our best to provide each student as close to their requested number as possible.
 - Ticket numbers will be made available to students in homeroom after spring break.
 - Tickets are distributed on the last day of commencement practice.
- Additionally, per Wheeler policy, students will not receive more than 4 tickets if they fall in any one of the following four categories:
 1. Student who have received an OSS during the 2019-2020 school year.
 2. Students who have more than 15 unexcused tardies during the 2019-2020 school year.
 3. Students who have more than 20 unexcused block absences during the 2019-2020 school year.
 4. Students who still have any outstanding fines, including media center fines, book fines, and parking fines on April 1, 2020.

- **Photograph Orders**
 - Cady Studios will photograph graduates at the ceremony
 - We will provide photograph order forms during commencement practice
- **DVD Orders**
 - Not available for Wheeler (we do not do DVD recordings of commencement)
- **Appropriate Dress for Commencement**
 - All students are expected to dress in business attire.
 - For gentlemen, this includes dark colored dress pants and a light-colored long sleeve button down shirt.
 - Ties and bowties are preferred but optional.
 - Dark dress shoes are preferred.
 - No sandals may be worn.
 - For ladies, this includes dresses (that are at least mid-thigh length) or dark dress pants with a light-colored blouse.
 - Ladies should wear shoes that they can walk comfortably in (sandals are allowed but not flip flops).
 - All clothing should be modest and follow school dress code.
 - No costumes are allowed under the commencement gown.
 - Commencement gowns, stoles, cords, caps, and tassels will be worn throughout the entire ceremony. The tassel is worn on the right during the ceremony.
 - Commencement gowns need to be fully zipped throughout the entire ceremony.
- **Commencement Ceremony Behavior and Expectations**
 - Student Expectations
 - Participation in commencement is a privilege, and we want everyone to enjoy the ceremony. Please follow these guidelines and be considerate of the other graduates:
 - Students are not allowed to decorate their caps.
 - Please remain seated during the entire ceremony except during the walk to the stage to receive your diploma.
 - No streamers, balloons, beach balls, horns, etc. are allowed during the ceremony. If you are disruptive to the ceremony, you will be removed from the ceremony.
- **Diploma and Report Card Distribution**
 - Diplomas will be available for pickup after commencement in the Café. In order to receive their diplomas, students must turn in their commencement gown. Students keep their hats and tassels. Additionally, students will be required to complete community service hours on Wheeler's campus prior to receiving their diploma if they fall in one of the following categories:
 1. Students who miss any practice, are late to any practice, or leave early from any commencement practice.
 2. Students who conduct themselves in any way during the ceremony that is not consistent with the distinguished nature of the program.