



# Class of 2014

## *Information and Checklist*

*Thursday, May 15th - Mass and Exercises*

*Friday, May 16th - Banquet and Dance*

**Welcome to your grade 12 year here at Monsignor McCoy.  
Graduation Year!!**

Besides working hard at your studies to obtain your high school diploma, there are many graduation items that you must start addressing (if you have already not done so).

## **Graduation Checklist**

**Be sure you have met all grad requirements** as per page 4 (attached)

- If you have any questions or concerns please see Mr. Hendricks immediately!
- **1st tentative grad list is posted at the beginning of March** immediately after semester one marks are received. This grad list will be updated weekly.
- Final grad list will be posted April 11, 2014, after midterm marks are available.
- Students maintain their status on the grad list as long as they:
  1. have not failed any courses that would take them below the expected 100 credits.
  2. have successfully completed the required CTS modules in which they are enrolled.
  3. Religion 15, 25 and 35 successfully completed - must be passing Religion classes in semester 2 by the Midterm Report Card.

### **Mass/Ceremony**


- Mass at 3:30 pm (gown only - no cap) on Thursday, May 15, 2014 at the Holy Family Parish
- Reserved seating for the graduating class (Grad class is to sit together)
- Ceremony at 7:00 pm (cap and gown) at the Cypress Centre

### **Banquet/Dance**

- The format used for purchasing banquet tickets will be **ON-LINE only** this year!!!
- Banquet tickets will go on sale **April 14 - 24, 2014**.
- Each Grad will be allowed a maximum of 6 tickets (1 Grad and 5 guests) and they will be \$37 each. The purchase of any additional tickets will be only authorized by Ms. Michelle Christensen. Parents will be contacted if there are any extra tickets available to purchase on-line after all grads who have qualified for graduation have had access.
- Master card and Visa will be accepted.
- Dance tickets will continue to be sold by paper copy at the school. Dance tickets go on sale May 1 at a cost of \$10.00 each. Please contact Maria Bleile for these tickets.

### **Attend Grad Meetings**

- Be listening for and check the grad bulletin board (located outside the main office) for committee meeting dates and times
- Volunteering for committees is essential for Grad success



# Class of 2014

## Monsignor McCoy High School Graduation

### Cap and Gown Rental (mandatory)

- Rental forms are included in this packet
- Forms must be filled in and returned to Ms. Bleile in the front office before March 1, 2014
- The \$75.00 graduation fee (**included on your school fee invoice**) must be paid before ordering your grad gown
- Once we receive the gowns, students will be notified for pick-up at the school. This will be a two day event, gowns must be picked up during that time.
- **Grad gowns must be returned on Thursday evening after ceremonies (no exceptions)**

### Grad Rings (optional)

- Representatives from Richardson's Jewelry provide this service
- Brochures are available in the office
- Orders placed will arrive prior to graduation. A deposit may be required with order

### Grad Photos

- Individual pictures will be taken at SC Photo **February 10 - 15, 2014**
- Sign up for appointments on line at [www.scphoto.ca](http://www.scphoto.ca) or the Monsignor McCoy website [mccoyhighschool.ca](http://mccoyhighschool.ca) and click the SC Photo link and then choose the **Appointment** tab
- All grads **must** have a photo taken for the yearbook and composite picture
- This sitting has no cost
- Ordering grad photos is optional and at your expense
- **Boys are to wear a white shirt and a black or dark tie for photos**

### Grad Write-Ups for Yearbook

- These will be completed in second semester (forms are included in this package)
- Students are to hand in their forms by **April 1, 2014 (No Exceptions)**

### Grad Certificates and Awards

- All grads will receive an achievement certificate and a grad photo in a certificate holder
- Gold cords will be presented to students with grade 12 Honor Roll standing **as described in the Student Handbook pg.8**
- The Valedictorian will be the student with the highest academic standing **as described in the Student Handbook pg. 8**

### Yearbook Pick Up

- 2014 McCoy yearbooks may be picked up around mid-October 2014. Announcements with the exact dates will be posted on the McCoy web page and Newsletter
- Students with outstanding textbooks charges for missing/lost textbooks or outstanding school fees will not receive their yearbooks until all fees are paid in full

# Class of 2014



## Package Contents



Handout	Submitted To	Date Due
Grad Decorating Sign up sheet	McCoy Office	February 28, 2014
Grad Song	McCoy Office	February 28, 2014
Graduation Requirements	Mr. Hendricks	March 2014
Kindergarten or Grade 1 Picture	McCoy Office An electronic image sent to maria.bleile@mhcb.e.ab.ca would be preferred	February 28, 2014
Cap and Gown Rental	Mrs. Bleile McCoy Office	February 28, 2014
Grad Write-Ups For the Yearbook	Ms. Rebbeck or McCoy Office	April 1, 2014
Banquet M.C.s Nomination Form	McCoy Office	April 1, 2014
Student Awards Nomination	McCoy Office	April 1, 2014
Grad Mass Sign Up	McCoy Office	April 1, 2014
On-line Banquet Ticket Purchase	On-line	April 14 - 24, 2014
Dance Ticket Purchase	McCoy Office	May 1, 2014

# Class of 2014

## Check List for High School Diploma Requirements

### Requirements for High School Diploma

Please check off the categories that you will complete or have completed.

#### High School Diploma Requirements - Alberta Education Requirements

- English 30-1 or 30-2
- Social 30-1 or 30-2
- Grade 11 Math - ( Any 20 or 24/20-3 level course)
- Grade 11 Science - (Any 20 or 24 level course)
- CALM
- Phys Ed 10
- 10 Credits in Options (any combination of options will meet the requirements: CTS, Fine Arts, Second Language, Phys Ed 20 or 30)
- 10 Credits in "30 Level" courses (grade 12 courses), in addition to English and Social
- Minimum of 100 credits in total

### Requirements for Monsignor McCoy High School Graduation

Requirements for Students attempting to achieve a High School Diploma:

A Monsignor McCoy graduation ceremony is a celebration of the students successfully completing the requirements below. **If these requirements are not met by April 11, 2014 you will not be put on the final grad list and therefore not be invited to attend.**

- 90 earned credits by the end of Semester One to be on the first "grad" list
  - ⇒ K&E must have 70
- Potential for 100 passing credits by Midterm Report Card in Semester 2 - credits for failing courses are not counted
  - ⇒ K&E must have 80
- Religion 15, 25 and 35 successfully completed - must be passing Religion classes in Semester 2 by the Midterm Report Card. If you are registered in Religion 35 through Cyber School 2/3 of the course and the 10 community service hours that are required must be completed
- Registered in enough classes that total at least 30 credits for the grade 12 year
- CTS courses completed on schedule
- For Distance Learning or Cyber School courses you must have completed half of each course and must be passing
- Work Experience enrollment must be completed by Feb 28, 2014
- All school fees must be paid in full
- You must have completed a 20 level Social Studies and English and be enrolled in the 30 level of these subjects by the beginning of Semester 2
  - ⇒ K&E must have completed a 10 level and be enrolled in a 20 level
- If a student cannot obtain these requirements due to a diagnosed medical reason the administration of the school must be notified before April 11, 2014

**\* Please note that participating in "Graduation Ceremonies" does not necessarily mean that a student will receive a high school diploma. Similarly, earning a high school diploma from Alberta Education does not necessarily mean that a student will be able to participate in "Graduation Ceremonies".**

# Class of 2014

## Agenda for Grad Week

Wednesday, May 14, 2014



9 am - 12:00 pm	Complete Decorating (Cypress Centre)
4:00 pm	Ceremonies/Grand March Rehearsal (Cypress Centre)
5:00 pm	Pizza at (Holy Family Hall)
6:00 pm	Grad Mass "Rehearsal" (Holy Family)
7:00 pm	Decorating (Cypress Centre)

Thursday, May 15, 2014


11:00 am	Mass Choir Practice (Holy Family Parish)
1:20 pm	Graduating students will be dismissed
3:30 pm	Grad Mass (Holy Family Parish)
7:00 pm	Ceremonies (Cypress Centre)
8:30 pm	Return of Grad Gowns (Cypress Centre)



Friday, May 16, 2014

6:00 pm	Banquet
7:00 pm	Program
9:00 pm	Dance (No Alcohol Served)





# Grad Decorating Sign up sheet

Name: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Phone #: \_\_\_\_\_

Please submit this form to Ms. Bleile at the McCoy Office by February 28, 2014

A decorative background featuring a large treble clef at the bottom left, with various musical notes and stems scattered throughout. The notes are in shades of gray and black, creating a musical theme.

# Graduation Song

Song: \_\_\_\_\_

Name: \_\_\_\_\_

Please submit this form to Ms. Bleile or the McCoy Office by February 28, 2014



## Monsignor McCoy High School Graduation Gown Order 2014

Please complete the information and return to the school office. School Fees **MUST** be paid before ordering.

Graduation is **MAY 15, 2014** at the Cypress Centre.

NAME: \_\_\_\_\_ MALE \_\_\_\_\_ FEMALE \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

SIZE: \_\_\_\_\_ (BASED ON CHART BELOW)

**INCLUDED IN GRAD FEE → RENTAL OF GOWN PLUS CAP AND ONE TASSEL**

Students can purchase extra tassels for \$3.00 (Optional)

EXTRA TASSELS: \_\_\_\_\_ X \$3.00 each

TOTAL PAYABLE FOR EXTRA TASSELS: \$ \_\_\_\_\_

**\*PLEASE INCLUDE PAYMENT FOR EXTRA TASSELS WITH THIS FORM.**



**Return upper portion by February 28, 2014**

With this order, you will receive - one graduation gown, one graduation cap and one tassel. The cap and tassel are yours to keep. **THE GOWN AND STOLE MUST BE RETURNED THURSDAY EVENING AFTER CEREMONIES (NO EXCEPTIONS).**



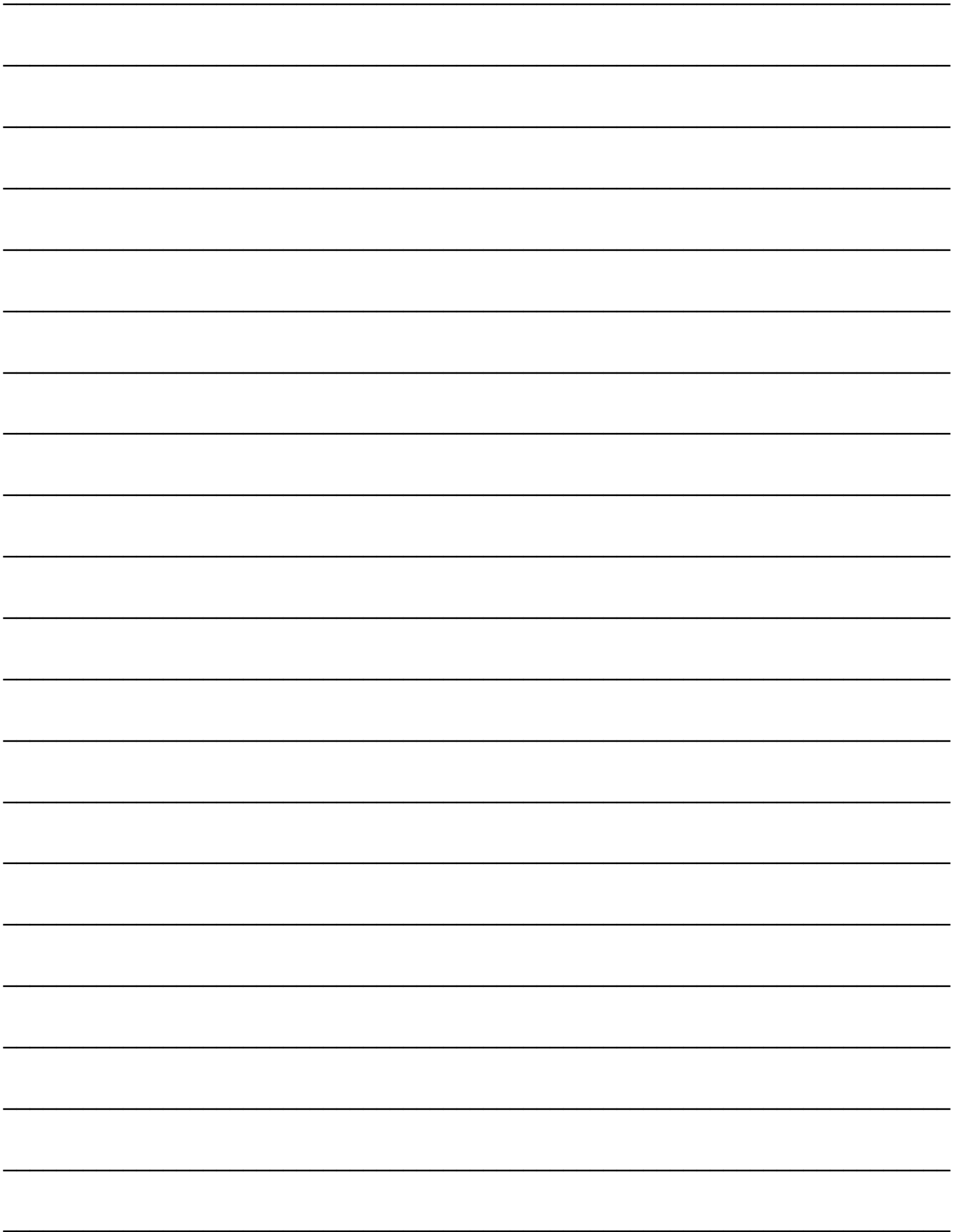
Size 39	Size 42	Size 45	Size 48	Size 51	Size 54	Size 57	Size 60	Size 63
4'6-4'8	4'9-4'11	5'-5'2	5'3-5'5	5'6-5'8	5'9-5'11	6'-6'2	6'3-6'5	6'6-6'8

**SIZES:**

If you need oversized please indicate (OS)







# Class of 2014

## Ceremony Speakers



Prayers, greetings, and messages at the ceremonies will be presented by selected grade 12 representatives:

If you or someone you know would like to have the honor of opening the ceremonies with the singing of "O Canada" please sign below.

NAME: \_\_\_\_\_

## Banquet Speakers

Do you know someone who would be a great "Master of Ceremonies"? Would you be perfect for the job? Would you like to say grace at the banquet? Are you cracked up to Toast the Parents, or Teachers?

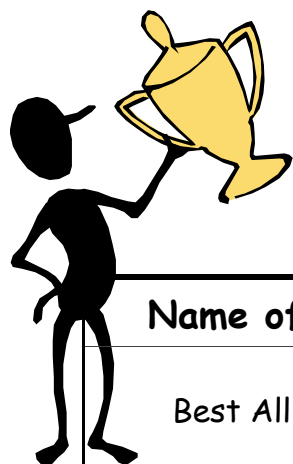


Job Description	Name of Nominee
Master of Ceremonies	
Mistress of Ceremonies	
Grace	
Grad Award Presenter(s)	
Toast to the Teachers	
Toast to the Parents	



If you know a parent or you are a parent who would like to do the **Toast to the Graduating Class**, please contact Mr. Bauche at McCoy High School.

Please submit this form to Ms. Bleile before April 1, 2014

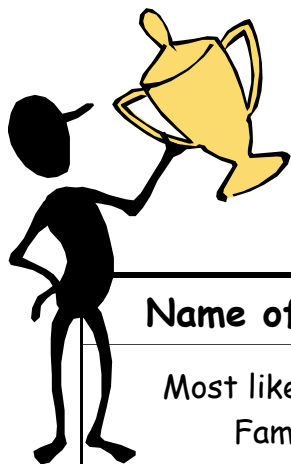


# Class of 2014

## Student Awards Nominations

Name of Award	Male Nominees	Female Nominees
Best All Around	1.	1.
	2.	2.
Friendliest	1.	1.
	2.	2.
Funniest Laugh	1.	1.
	2.	2.
The Golden Shovel	1.	1.
	2.	2.
Most Humorous	1.	1.
	2.	2.
Most Energetic/Outgoing	1.	1.
	2.	2.
Most Likely to Succeed	1.	1.
	2.	2.
Most Involved/Spirited	1.	1.
	2.	2.
Most Sports Minded	1.	1.
	2.	2.
Most Talkative	1.	1.
	2.	2.
Nicest Smile	1.	1.
	2.	2.
Guardian Angel	1.	1.
	2.	2.





# *Class of 2014*

## *Student Awards Nominations*

<b>Name of Award</b>	<b>Male Nominees</b>	<b>Female Nominees</b>
Most likely to Be Famous	1.	1.
	2.	2.
Teacher's Pest	1.	1.
	2.	2.

Please only submit one form.

Submitted by: \_\_\_\_\_

Please submit this form to Ms. Bleile before  
April 1, 2014

Note: Students will only be eligible to win one award.



# Class of 2014

## Grad Mass Sign Up

Please fill out the following information if you are interested in participating in your Grad Mass. Once you have filled out the information please return it to the office by April 1, 2014.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Check off** what you would like to do in the Grad Mass.

Proclaim/Read the Scriptures at Mass

Reading the Prayers of the Faithful

Candle Bearers

Cross Bearers

Presenting the Gifts to the Altar

Singing in the Choir

Playing an Instrument in the Choir

Altar Serving

Eucharistic Minister (parents only)

PLEASE SUBMIT THIS FORM TO THE OFFICE BY  
April 1, 2014



# *Monsignor McCoy Grad Banquet Ticket Sales Frequently Asked Questions*

- InviteRight is a web application that allows you to purchase your grad banquet tickets securely online and allows you to pick the table you want to sit at. Check out this link for a demo of the process - [http://youtu.be/p42k\\_EuHZds](http://youtu.be/p42k_EuHZds)
- There will be a link on Monsignor McCoy Webpage that directs you to the InviteRight webpage prior to the sale date of April 14, 2014. Grad parents will be reminded through the Synervoice messaging system and your grad, when the date of ticket sales nears.
- Please do not log in until ticket sales are officially open! This shouldn't be an issue this year as there will be a countdown clock prohibiting sign in until the correct time. In the past, people have logged on early, filled in all the information, and waited to confirm the purchase of their tickets until the correct time, only to find that they can't purchase tickets! They have to refresh and log back in. Please do not actually log in with your graduates name and ID number until 3:00 pm on April 14<sup>th</sup>!
- When reserving your seats at the desired table, please put the graduates name on all the seats. Just copy and paste and it will go quicker!
- Visa/MasterCard/Debit payments only accepted online. No prepaid charge cards (E.g. Visa). If these payment options are not an option for you, please contact Lore Luca – [lore.luca@mhcbe.ab.ca](mailto:lore.luca@mhcbe.ab.ca).
- Each grad is only allowed to purchase 6 tickets total. This includes the ticket for the graduate. After the initial sales run from April 14<sup>th</sup> – 24<sup>th</sup>, if there are any extra tickets available, you will be notified **IF** you chose this option on the website during your initial purchase. Please note, if you only purchase 4 tickets initially, you will not be given the option for extra tickets, so please know how many tickets you need when you initially log on. There is no discount for children's tickets.
- If there are any extra tickets, they will go on sale from April 28 to the 30<sup>th</sup> and you will be notified via email when the second round of sales will open. Dance tickets will also go on sale starting April 28<sup>th</sup> and are \$10.00 each.
- For those graduates with multiple families, please note that you can only log on once with their ID number (which is their student ID number from McCoy, e.g. 4501.... – found on the label of their graduation package. Please do not lose this number – you NEED it!) Because of this, you need to discuss how you will work this out before the initial sales date. Once you have logged in, you can only purchase a total of 6 tickets but they can be at different tables. They don't have to be together.
- If you need less than 6 tickets and buy the remainder for a friend (E.g. Dale only needs 4 tickets for his own graduation party but wants to buy the remaining 2 for his friend Jeff so Jeff can bring his grandparents...) make sure to buy the extra 2 for the friend at the friend's table right away. If you ask us to move them after the purchase, we can't guarantee that we'll be able to do it at that later date. So Grandma and grandpa might be sitting with a different grad at the banquet!
- Some students may not be eligible to purchase graduation tickets, for example, if your child has not made the FINAL GRAD LIST posted April 11, 2014 or unpaid school/grad fees. Please contact the school if you require additional information.
- Banquet tickets will be printed and distributed, along with the invitation, to the graduate the week before the grad banquet.
- Please keep in mind that we want everyone to have a great banquet and we want to accommodate all the requests that we can but sometimes that won't be possible.
- **InviteRight demo will be held on Monday, April 7<sup>th</sup> at 7:00 pm in the Band Room.**

**Please direct your questions to Ms. Christensen or Mrs. Luca @ 403-527-8161.**