

## GREENFIELD HIGH SCHOOL 2024 GRADUATION CEREMONY CONTRACT

Because graduation is a milestone event in the lives of our students, we believe that the occasion should reflect a level of decorum that is appropriate for a ceremony of this magnitude. Please read the following guidelines very carefully (we will cover these guidelines again in a video, completion of which is required to be able to register for graduation tickets). Please click on the [Informational Video](#)

- ❖ **The Graduation Ceremony of the Greenfield High School Class of 2024 will be held at 10:00am on Saturday June 8<sup>th</sup>, 2024 at Greenfield High School** on the Football Field (4800 S 60th St). Participation in the graduation ceremony is strictly voluntary. Any student who does not wish to participate may pick up his/her diploma in the school office beginning Monday, June 10th.
- ❖ **Graduation Tickets:** Tickets will be given to the graduate after completion of graduation practice.
  - Each student will receive 8 guest tickets for graduation, no additional tickets will be given.
  - Should the venue be changed indoors due to severe weather at GHS, all graduates will receive 4 tickets to the gymnasium ceremony and 4 additional tickets to the PAC/Atrium for live streaming. Please talk with other students and families who may not be using all tickets to obtain any additional tickets.
  - As our football field is an outdoor venue, we will be mindful of the weather forecast in the days leading up to the ceremony. Should weather necessitate a change in venue we would move the ceremony inside Greenfield High School Gymnasium. We will do our best to communicate a final decision no later than graduation practice on Friday morning.
- ❖ **In accordance with School Board policy, only students who have completed all course and credit requirements may participate in the ceremony. Students must fulfill all financial and disciplinary obligations no later than Wednesday, June 5th, at 3:00 P.M to participate.**
- ❖ Students **MUST** participate in the entire graduation ceremony practice from **9:00 am – 11:00ish pm on Friday June 7<sup>th</sup>** (at GHS) in order to take part in the ceremony itself. Students who did **NOT** complete the graduation practice will NOT be able to participate in graduation itself and will not be issued tickets. Students should wear the same shoes to practice that they plan on wearing at the graduation ceremony.
- ❖ Graduation is a formal ceremony. Graduates will show proper respect and dignity for all speakers and activities throughout the ceremony. No noise makers, balloons, liquid string, baby powder, beach balls or any other inappropriate "fun makers" will be allowed. It is encouraged that students do not carry cell phones during the ceremony. Any cell phone carried by a student must be powered down prior to the start of the ceremony. Graduates who behave inappropriately will be escorted out and prevented from taking part in the ceremony.
- ❖ As a formal event, there is a dress code required for the graduation ceremony:
  - Appropriate Attire: dress slacks or shorts (no jeans), dressy outfit and/or collared dress shirt, proper dress shoes (no casual sandals, crocs, flip flops, rubber-soled athletic shoes), or no heels with a lift in the front of the shoe). As we will be walking on grass surface please be mindful about the height and style of shoes as pointed heels may sink into the field surface. **Please bring to practice to confirm they will be appropriate.**
  - Black dress shoes can be borrowed from the JROTC program. Please contact MSgt John Olson (414)855-2579 -or- [jolson@greenfield.k12.wi.us](mailto:jolson@greenfield.k12.wi.us)) before graduation practice or Mrs. Richter at graduation practice.
  - The graduation gown cannot be altered in any way including, but not limited to, cutting, dyeing or writing on them. **Only school-issued stoles, cords, medals, or other regalia may be worn with the gown and mortarboard.**
  - Mortarboard tops may be personalized/decorated (nothing hanging off). All designs must be appropriate within the context of Board Policy 5511 regarding Dress and Grooming (including no references to drugs, violence, inappropriate language). No additional mortarboards will be available, so violators will not be allowed to walk at graduation. If you have questions or concerns please consult with your aligned administrator before decorating.
- ❖ Graduates should only bring in what they can carry with them. There will be no storage area available for students or guests. It is recommended that students do not carry cell phones with them during the graduation ceremony.
- ❖ Students who participate in senior pranks, vandalism or other activities disruptive to the school may not be allowed to participate in the graduation ceremony. It is expected that students maintain good attendance through their senior year. Excessive absences may also curtail a student's ability to participate in the graduation ceremony.

If you wish to participate in the ceremony, both the graduate and a parent/guardian must view our graduation video and sign and return our graduation contract.

**Review and completion of the graduation contract MUST be submitted to the main office prior to the student receiving their cap and gown. Jostens will be at GHS during lunches on Thursday, April 18th to distribute graduation regalia at lunch.**

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*Signature Page*

I \_\_\_\_\_ (student first and last name) understand that graduation is a privilege and not a right. I will abide by all rules and regulations listed above in the contract. I understand that failure to comply will result in me not being allowed to participate in the graduation ceremony.

**Please initial each of the following:** *In order to participate in graduation ceremonies...*

\_\_\_\_ I must meet all course and credit requirements

\_\_\_\_ I must have all dues and fees paid

\_\_\_\_ I will comply with all appearance requirements

\_\_\_\_ I will comply with all graduation gown and mortarboard expectations

\_\_\_\_ I will adhere to expected student conduct as stated in the GHS Student Handbook and will avoid activities that are disruptive to the school / learning environment.

\_\_\_\_ I understand that I MUST attend and participate in the entire graduation practice in order to participate at the graduation ceremony.

\_\_\_\_\_  
(Student Signature) Date: \_\_\_\_\_

\_\_\_\_\_  
(Guardian Signature) Date: \_\_\_\_\_

**Please return signed contracts to the Main Office by  
Thursday, April 18th in order to receive your ticket for cap & gown pick-up on  
Thursday, April 18th.**

***You will not be allowed to pick up your cap and gown without a signed contract.***