

NICOLET HIGH SCHOOL CLASS OF 2018

*Graduation
Handbook*

SUNDAY, JUNE 3, 2018

**11:00 A.M. - The Miller High Life Theatre
(previously named Milwaukee Theatre)**

500 West Kilbourn Avenue

Dear Parents of Seniors:

The commencement ceremony for the Class of 2018 is scheduled for 11:00 a.m. on Sunday, June 3, 2018, at the Miller High Life Theatre (previously named Milwaukee Theatre).

It is the wish of the School Board, parents, staff and students of Nicolet High School that the commencement exercise be one of dignity and decorum, reflecting the hard work and effort put forth by the graduates during the past four years. For this reason, certain procedures will be followed to ensure a positive and respectful atmosphere during the commencement:

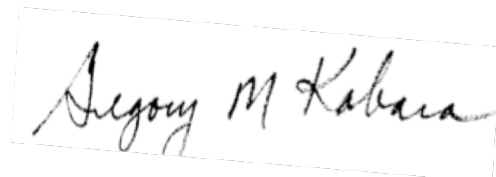
1. Graduates should report to Kilbourn Hall in the Miller High Life Theatre (previously named Milwaukee Theatre) on Sunday, June 3rd, no later than 10:30 a.m. Graduates arriving late will forfeit the opportunity to sit with their class. It is inappropriate to have late arriving spectators and/or graduates disrupt the graduation ceremony.
2. Parents should remain in the areas designated for spectators.
3. Spectators arriving after 11:00 a.m. will be seated in the upper balcony.
4. Students will refrain from any activities that interfere with or detract from the ceremony.
5. Bringing young children to the commencement is not recommended. If you need to do so, please sit in the upper balcony as to not disturb the ceremony.
6. All cellular phones and pagers or other electronic devices should be turned off during the commencement ceremony.
7. Parents and spectators should not come onto the main floor graduation section until all graduates have left the area.

We look forward to providing our students and their families with a dignified graduation. Please help us create that atmosphere.

Sincerely,



Dr. Robert Kobylski, Superintendent



Dr. Greg Kabara, Principal

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CLASS OF 2018 CALENDAR OF EVENTS

February 16th, Friday	Cap/Gown Distribution during lunch hours – ONLY Cash or Money Order for payment
March 12th, Monday	Sign Graduation Participation/Nonparticipation during Advisory Period
March 23rd, Friday	Deadline for Graduation Speaker Application – High School Office
April 14th, Saturday	Prom – Harley Davidson – 7:00 p.m.-11:00 p.m.
May 7th-18th, Monday-Friday	AP Testing
May 9th, Wednesday	MultiEthnic Parent Association Senior Recognition - 6:30 p.m. – Library
May 14th, Monday	Choir awards given during concert – Nicolet Theatre – 7:00 p.m.
May 17th, Thursday	Merit Awards – 2:40 p.m. Band awards given during concert – Nicolet Theatre – 7:00 p.m.
May 18th, Friday	Seniors will be notified if they need to complete a final exam
May 21st, Monday	Deadline for sending award/scholarship information to Ferne Hecker for inclusion in the Commencement Program – (ferne.hecker@nicolet.us)
May 24th, Thursday	Orchestra awards given during concert – Nicolet Theatre - 7:00 p.m.
May 25th, Friday	Books, and outstanding fees and fines due by 3:00 pm
May 29th, Tuesday	SENIOR SEMESTER EXAMS
May 30th, Wednesday	SENIOR SEMESTER EXAMS Senior Awards & Senior Athletic Awards – Auditorium – 6:00 p.m.
May 31st, Thursday	SENIOR SEMESTER EXAMS Senior Service Day Thespian Induction and Banquet – 7:00 p.m. – Community Room
June 1st, Friday	Senior Yearbook Distribution – Cafeteria – 9:30 a.m. Senior Breakfast – 10:00 a.m. MANDATORY Graduation Rehearsal – Gym 2 – immediately following Senior Breakfast. Graduation tickets will be given out at rehearsal
June 3rd, Sunday	Graduation – 11:00 a.m. – Miller High Life Theatre

GRADUATION SPEAKER SELECTION

Students interested in becoming the graduation speaker should go to:
http://www.nicolet.us/students/graduation_information.cfm for further information.
Deadline for the application is March 23, 2018.

WHO MAY PARTICIPATE in the GRADUATION CEREMONY

Members of the Class of 2018 must sign a Participation/ Nonparticipation form in order to be placed on the graduation seating chart. Forms are to be signed during Advisory on Monday, March 12th.

Graduates will be required to return all books and pay outstanding fees and/or fines by 3:00 p.m. on Friday, May 25th.

If books are not returned and fines and fees not paid by May 25th, the student will not be allowed to participate in the commencement ceremony. Students may pick up their diploma in the Nicolet High School Office after their Nicolet obligations have been met.

Contact Pat Konzen (414-351-8290) in the High School Office (C101) if you have any questions regarding financial obligations.

Seniors will be able to keep their “issued” chromebooks upon graduation. Seniors who have their chromebook on a “contract” must return them by Friday, May 25th. Contact Pat Konzen (414-351-8290) if you have any questions.



CAP AND GOWN

It is required that the cap and gown be pre-ordered. Orders have already been taken and will be delivered by Jostens on Friday, February 16th. If the cap and gown was not pre-ordered, please go to Jostens.com, type in the school name and location, and then choose the Cap & Gown tab. The cost of the cap, gown and tassel is \$49.00 plus postage and handling. Jostens will also leave a few extra cap and gown sets, for purchase, in the District Office, Room C-103. ONLY cash will be accepted for payment in the office.

A gown worn by a sibling or relative may be used if they participated in a Nicolet graduation. A cap and tassel may be purchased separately from Jostens or in the Nicolet District Office.

REHEARSAL

Mandatory graduation rehearsal will be held on Friday, June 1st, in gym 2, immediately following the Senior Breakfast. Graduates should not plan doctor appointments, college visits, or other activities from 11:00 a.m. to 2:00 p.m. on June 1st. Students not attending the rehearsal will not participate in the graduation ceremony. The only exceptions are Nicolet athletes participating in state tournaments.



TICKETS

Tickets for the graduation ceremony at the Miller High Life Theatre will be limited. Everyone entering the auditorium, except for the graduate, will need to have a ticket. Each graduate will receive 10 tickets at the mandatory rehearsal on Friday, June 1st. If more than 10 tickets are needed, graduates should make arrangements with fellow graduates who will not use all of their tickets. If graduates do not need all of their tickets, they may distribute them to those who need extras or return them to the District Office. Lost tickets will not be replaced.

Seating is on a first come, first serve basis. There is a limited seating area for wheelchairs. Only one family member may sit with the individual in the wheelchair. This will be strictly enforced by Miller High Life Theatre ushers.



GRADUATION DAY

Doors to the Miller High Life Theatre will open at 10:00 a.m. Graduates should report to the Theatre no later than 10:30 a.m. on June 3rd and proceed immediately to the staging area in Kilbourn Hall. Faculty members will be present to assist graduates in forming the processional lines. Graduates remain in line until the processional begins promptly at 11:00 a.m. Graduates not in place on time may miss the opportunity to march in and sit with their class.

Students should be appropriately dressed. Female graduates should wear appropriate skirts, dresses, or slacks and tops and dress shoes. Male graduates should wear appropriate slacks, dress shirts, dress shoes and socks. **NOTE:** Students who are inappropriately attired will not be allowed to participate.

It is the student's responsibility to come to graduation with a clean and neatly pressed gown. Remove the gown from the bag and hang it up as soon as possible. The cap should be worn down on the forehead, not at the back of the head. The point should be between the eyebrows.

No adornments of any type should be added to the cap or gown other than honor cords provided by National Honor Society, the Language Honor Societies, Business Honor Society, Music Honor Society and those students in the top 10% of the class. You will be asked to remove decorations from the top of your cap and your cap will be confiscated.

Graduates names will be read alphabetically as they walk across the stage to receive a diploma cover. **If** all fines, fees and other obligations have been met, the graduate's diploma may be picked up in the Kilbourn Room immediately after the graduation recessional.

The graduation ceremony will last approximately 1 ½ hours.



PHOTOGRAPHER

Nicolet photography teacher, Tom Medved, and photo students, will be taking candid photographs before and during the ceremony. The photos will be available for viewing and purchase online at: *nicoletphoto.com*

If parents take photographs before the ceremony, please remember to allow enough time for graduates to be ready to line-up in their places by 10:30 a.m. Parents will not be allowed to take photos in the graduate seating area during the ceremony.

CLASS OF 2018 SCHOLARSHIP INFORMATION

Nicolet's website has useful information on the financial aid process, links to free scholarship searches on the internet and a list of scholarships that are available in Student Services. Go to the Nicolet High School Website:

<http://www.nicolet.us>

[Click on Counseling/Student Services](#)

[Click on Scholarships](#)

[Click on Local Scholarships](#)

AWARDS/SCHOLARSHIPS NOTED in GRADUATION PROGRAM

If your son / daughter receives an out-of-school award / scholarship that you would like to have noted in the Graduation Program Book, contact Ferne Hecker at 414-351-7520 or email: ferne.hecker@nicolet.us. The **deadline** for submitting information is Monday, May 21st.

Nicolet PTSO Events for Seniors

Parents: Your help is needed! We all know high school goes by fast. If this is your first or last graduate, please consider lending your time and talent, so we can continue these and other great events for our school community.

Senior Breakfast - Friday, June 1, 2018

All seniors are invited to enjoy this fun social event before graduation rehearsal including breakfast, door prizes, yearbook distribution, and a graduation gift. Please support this great tradition.

How can parents help?

- plan details such as food, prizes, and decorations
- decorate the night before
- donate door prizes such as gift cards, event tickets etc.

To volunteer, be part of the committee, donate or have questions, contact the co-chairs of this event:

Julie Karnes – jkarnes@wi.rr.com

Jill Tobin – joztobin@gmail.com

Grad Grams

Grad Grams are a Nicolet tradition for all our graduates and retirees. This is a thoughtful way for friends, relatives, teachers, neighbors, etc. to express their personal congratulations. All greetings are assembled into individual booklets.

Parent volunteers are the key to the success of Grad Grams. Please support this fundraiser as the PTSO recognizes our graduates and retirees. Order forms will be available on the Nicolet website and in the High School Office.

To volunteer or have questions, contact :

Nina Capati - nvcapati@hotmail.com

Watch for details in the weekly updates and check out the link to the Nicolet PTSO webpage: <http://www.nicolet.us/families/ptso.cfm>