

Victor J. Andrew High School

9001 W. 171st Street, Tinley Park, IL 60487

Phone: 708-342-5800 Fax: 708-737-7724

Class of 2017

End of Year Information

March 2017

Dear Graduates, Parents, and/or Guardians,

On behalf of the faculty and staff of Victor J. Andrew High School, I congratulate you on your upcoming graduation. This newsletter is designed as a reference for students who will be graduating in May. Enclosed is important information regarding the senior checkout assembly, locker clean-out days, and cap and gown pickup. Also included is information regarding the graduation rehearsal and ceremony.

The end of the school year is a busy and exciting time, and I wish you the best of luck as you prepare to graduate from Andrew High School.

We look forward to sharing this very momentous occasion with you and your family. If you have questions, please contact our Graduation Coordinator, Mr. Jeff Keane, by email at jkeane@d230.org.

Sincerely,



Robert Nolting
Principal

Timeline of Class of 2017 Activities

April 17 -

Pre-Prom Assembly
2nd period T-Bolt Time

April 21 -

Prom - "Into the Deep"
7:00 - 11:00 p.m.
Shedd Aquarium

April -

Party 2017 tickets go on sale in the Commons.
Listen to announcements for dates.

May 3-4 -

Andrew Fest during lunch periods.

May 15 -

Senior Checkout meeting. Students will be given all checkout information, including a sign off sheet, in order to ensure they are eligible to participate in graduation.

May 17-19 -

Senior Finals
(Schedule will be released)
Locker clean-out during senior lunch periods.

May 19 -

Seniors last day:

Period 4 & 5 - Graduation Rehearsal (South Gym) and Senior Assembly (PAC)

Period 6 thru 8 - Senior Check-Out and Senior Picnic.

Cap, Gown, Honor Cords (if applicable), tickets, and parking pass will be given at the checkout.

May 20 -

Senior Party 2017
At Andrew High School

May 24 -

Graduation Ceremony:

6:30 p.m. Graduates report to SOUTH GYM for line up

7:20 p.m. Graduates march to the field

7:30 p.m. Graduation ceremony begins promptly.

Graduates will receive their diploma at the conclusion of the event.

**Senior Check-out, School Clearance,
Cap & Gown Pickup
Friday, May 19, 2017**

Attendance at Senior Check-Out is **MANDATORY** for any graduate wishing to participate in the graduation ceremony. Students who do not attend Senior Check-Out may not participate in the graduation ceremony (except in the case of student illness).

Seniors will complete their senior check-out, school clearance process, and cap and gown pick-up, during 6th, 7th, and 8th hours on Friday, May 19th.

- School clearance includes the return of all textbooks and/or equipment (if not already collected) and the payment of any outstanding fees (including course fees, debit cards, and media center fines). Reminder: **only cash will be accepted after May 1st**.
- All fees and/or fines must be paid by **May 1st** in order for students to participate in the commencement ceremony and receive his/her diploma. Any senior who has outstanding fees/fines at Senior Check-Out will not be able to complete the required process unless all monies due are paid. **No personal checks will be accepted after May 1st**.
- Lockers must be emptied by the end of the day on Thursday, May 18th.
- Caps and gowns will be issued only to those students whose school clearance has been completed.

FINAL GRADES

Failing grades will be submitted to the administration on Tuesday, May 23, 2017, by 8:00 am. Should any such grade cause a student to be ineligible to graduate, the student and the parent will be notified immediately.

SERVICE LEARNING HOURS

Service Learning hours is a District 230 graduation requirement. Failure to complete the 24 hour requirement will result in a student not graduating. Hours were to be completed by February 1st. Students in jeopardy of not graduating because of not fulfilling this requirement have been notified several times. Questions? Contact the Service Learning Office immediately (708-342-5872).

GRADUATION REHEARSAL: Friday, May 19th during 4th hour in the South Gym. All students participating in the Graduation Ceremony are required to attend this **mandatory** practice at Victor J. Andrew High School. **Cap and Gown, Tassel, Cords (if recipient), Graduation tickets, and parking pass** will be distributed to participating graduates at the end of the day on Friday. **Graduates MUST PRESENT THEIR ID to receive their graduation gown, cords, parking pass, and tickets.**

COMMENCEMENT CEREMONY

WEDNESDAY, MAY 24, 2017

7:30 p.m.

Victor J. Andrew High School

9001 West 171st Street

Tinley Park, IL 60487

ARRIVAL:

Graduates are to arrive **no later than 6:30 p.m.** Graduates may enter through the Main South Lobby; they will then be directed to the appropriate staging area for line-up and processional march.

PARKING:

Families are strongly encouraged to car-pool. Each graduate will receive one parking pass. **Only cars with a parking pass will be allowed to park on campus beginning at 6:00 p.m.** Off-campus parking will be available at Cardinal Bernardin (9300 West 167th Street, Orland Hills) and at Prairie View Junior High School (8500 West 175th Street, Tinley Park). Shuttle buses will make continuous runs from both of these off-campus parking sites from 6:00 p.m. until 7:45 p.m. and will return passengers to the sites from 8:40 p.m. until 9:45 p.m. Shuttle buses will drop off passengers at the South Gate of the stadium and pick passengers up from the same location.

HANDICAPPED PARKING:

Handicapped parking is available for those with a current handicapped parking placard issued by the State of Illinois. The graduate must be in the car with the handicapped person and must also be in possession of their parking pass. All of these conditions must be met in order for a car to be given access to handicapped parking on campus. Individuals with a handicap needing assistance to the outdoor seating area may request transportation via golf cart from the parking lot. There will be chair seating available on the outside track for handicapped individuals with a graduation ticket. Seating will also be available on the outside track for one adult (with a graduation ticket) that accompanies each handicapped person.

TICKETS:

Graduating students will receive three (3) gold tickets and three (3) orange tickets at the end of their attended rehearsal on May 19, 2017. Either color ticket will gain admission to the outside ceremony. Only ticketed guests may enter through either the North or South Gates into the stadium. Gates open for seating at 6:00 p.m. There are about 500 graduates, so please plan accordingly for traffic. Seating is based on a first-come/first-served basis.

Should the ceremony be moved indoors due to inclement weather, the ceremony will be held in the Main Gym. If the ceremony is moved indoors, parents and graduates will be notified of a venue change via all-call by 2:00 p.m. the day of graduation. The website will contain important messages about the status of the ceremony given any challenging or pending weather conditions. The first two rows of the bleachers on the south side of the main gym will be reserved for handicapped seating on a first-come/first-served basis in the case of an indoor ceremony. Three (3) gold color ticketed guests will be permitted to the Main Gym; the other three (3) orange color ticketed guests will be seated in either the Upper South Gym or the Performing Arts Center, where a live feed from the Main Gym will be shown. All guests should be seated by 7:20 p.m. **Ushers will only admit guests with a ticket.** Babies, baby carriers, and young children will **not** be admitted without a ticket, nor are they allowed to sit on parents' laps. Due to space limitations, **strollers are not allowed.** The entire ticket must be presented at the door in order to access the gym. If you would like a ticket for memorabilia, you may ask for one as you exit the gym after the ceremony. **Partial tickets will not be accepted for access to a gym.**

DRESS CODE:

The cap and gown is a uniform, and to break its uniformity is to destroy its significance. Gowns are delivered in a package. They should be neatly steamed prior to wearing them in the ceremony. The cap should be worn level on the head. **The appearance of the cap is not to be altered by embellishments of any kind.** If a student arrives with embellishments on their cap, the cap will be taken away and a replacement cap will be given. Tassels should be worn over the right front quarter of the cap. The cap should be worn throughout the ceremony. Flowers or corsages are not permitted on the academic gown.

This is a formal event; students are asked to dress in formal or business casual attire. Due to field surface, high heels are NOT recommended. We ask students not to wear tennis shoes or casual sandals. **Any graduate who is dressed inappropriately, as determined by the supervising faculty, will not be allowed to participate in the ceremony.** Jeans, shorts, and t-shirts are not allowed. **Graduates should not bring cameras, purses, etc. with them.**

BEHAVIOR:

In order to maintain decorum and respect for all graduates and their families, balloons, noisemakers, air horns, etc. are **not permitted and will be confiscated**. Furthermore, no one is allowed in the aisles or on stage during the ceremony except the participants. Parents who wish to present flowers to honored graduates should do so **following** the ceremony. As in all District 230 school functions, use of tobacco or e-cigarettes is prohibited anywhere on school property.

DIPLOMAS:

Diplomas will be distributed to students after the ceremony. No diploma will be distributed to anyone other than to the actual graduate.

PROGRAMS:

In a continuous effort to “Go Green”, Victor J. Andrew High School will provide each graduating senior with one copy of the commencement program in the envelope with their diploma. This not only guarantees that all graduates receive a program, but also reduces the waste we regularly experience at this event. There will be a limited supply of programs available at the entrances of the ceremony.

PHOTOS:

Grad Images will be the official photographer for the ceremony. They will be situated in a position to take three excellent shots of each graduate as they approach the stage and receive their diploma. The proofs of these photos will be in color and will be mailed free to your home within a week after graduation. Because this service is provided, **no one** will be allowed near the stage for picture taking. Personal photos may be taken in the stadium of our school after the ceremony. Contact Grad Images at www.gradimages.com or call them at 800-261-2576 for additional information. **Stop by the Main Office to pick up a coupon from Grad Images. There is a limited quantity of Grad Images coupons available.**

LIVE VIDEO STREAMING AVAILABLE:

The graduation ceremony will be available live for viewing on the Internet. Log on to the Andrew website, andrew.d230.org, and select the link.

AMENITIES:

Since the ceremony is planned to be held in the stadium, water will be available for sale through a school organization. Coolers or other containers will **not** be allowed in the stadium or in the school. Also, we are unable to provide wheelchairs. If you, or someone in your party will need a wheelchair, please make your own arrangements.

Students, staff, and families have experienced four outstanding years as part of the VJA school community. The memories made and shared have a special place with everyone involved in planning and participating in this year’s graduation ceremony. This Commencement Ceremony is the culminating event that celebrates those memories. We ask those in attendance to enjoy the event and honor the gravity that the event has for the entire VJA school community.

Congratulations and best wishes to the Class of 2017!