

# ALGER B. WILKINS HIGH SCHOOL

Mrs. Valerie Martin, Principal



## **Students' Graduation Handbook**

**IT'S THAT TIME!**

*Class of 2022*

This handbook belongs to:



*Class of 2022*



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## IMPORTANT DATES

April 29th (Fri.) Drive-thru Cap & Gown Pickup @ Wilkins 10am-12pm  
**\$60 CASH ONLY** at the time of pickup!!!!!!

April 29th (Fri.) Prom @ Wilkins 7-11pm

May 2nd, (Mon.) **Community Service Forms due to Ms. Cruz**

May 2nd, (Mon.) **Scholarship & Awards Letters due to Ms. Cruz**

May 13th, (Fri.) Senior Activity  
(Senior Awards/Graduation Cords Presented)

**May 16-20th Testing Window (EOCs, NC FINALS)**

**May 20th (Fri.) Required Graduation Practice @ Wilkins (10 a.m.)**  
**Arrive by 9:30 a.m.**

**May 23rd, (Mon.) Required Graduation Practice @ Crown Coliseum**  
**3:30 p.m. Arrive by 2:45 p.m.**

**May 31st (Tues.) Graduation at the Crown Coliseum (11 a.m.)**

**Note: All graduates and participants are to arrive by 9:30 a.m.**  
**on May 31, 2022**



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## GRADUATION ATTIRE

Each graduate will wear their cap and gown during the Commencement Ceremony. **Please note:** Caps and Gowns are to be **carried** (not worn) when entering the building upon arrival.

OUR PURPOSE in specifying wearing apparel for GRADUATION related events is to assure UNIFORMITY.

Students will not be required to conform to a specific type of attire based on gender and may choose to follow the expected graduation attire as provided for males or females to ensure compliance with Title IX and the Equal Protection Clause."



CAP AND GOWN ATTIRE FOR THIS YEAR



**Graduation attire dress code will be enforced this year.**

**Option 1:** Black dress slacks, Solid black dress shoes (if with laces-black) and dark soles, black socks, white dress shirt, black neck tie  
(no sandals/flip flops/sneakers/slides)

**Option 2:** Black dress or skirt following school policy of length and shoulder coverage, Black closed-toe dress heels (no sandals/flip flops/sneakers/slides)  
*(NOTE: Dress should not be visible above gown neckline nor hang below gown hemline.)*

Flat shoes are recommended.



No sunglasses - No chewing gum or candy - no purses or handbags!

Hairstyle should permit the mortarboard (cap) to fit properly.



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## **SENIOR AWARDS**



**Will be announced during the  
Senior Block Party  
May 13th**



***NOTE:*** *If you have received a scholarship or an award, please give Ms. Cruz a copy of the letter. This should be done as soon as you receive your notification letter but not later than May 2, 2022.*



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## **COMMENCEMENT PRACTICE**

Friday - May 20, 2022

ALGER B. WILKINS

Seniors, report no later than **9:30 a.m.**

Practice will start at 10:00 a.m.

Monday - May 23, 2022

CROWN COLISEUM

Seniors, report no later than **2:45 p.m.**



## **GRADUATION**

11:00 a.m., Tuesday - May 31, 2022

CROWN COLISEUM

Full Dress Attire: Cap and Gown and  
Specified Attire Options (See page 2)

Do **NOT** put on your cap and gown until you are *inside* the holding area.

Seniors are to arrive for graduation no later than **9:30 a.m.**

Tickets will admit parents, beginning at 10:00 a.m.



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**SENIOR EXAMS SCHEDULE  
~ EOC, Final Exams, and CTE ~**

DATE	FINAL EXAM

**You will be notified and given specific information regarding any testing you may have; to include the day and time you should report to Wilkins to test.**

Senior Parent Meetings  
Thursday, February 3, 2022 (Virtual)  
Thursday, March 24, 2022 at 6:00pm (Virtual)  
Thursday, April 28, 2022 at 6:00pm (Virtual)



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## COMMENCEMENT PROCEDURES

**PLEASE, DO READ THIS VERY IMPORTANT INFORMATION!!!!**

1. Due to the dignity of the commencement ceremony, it is asked that ALL parents and guests of our graduates please refrain from cheering, clapping, yelling or displaying any other loud outburst of noise while student names are being called.
2. Seniors must attend Graduation Practice if they plan to march at Commencement.
3. March with shoulders straight. Sit and stand with good posture. Your tassel should hang over the right temple. **Do not chew gum!**
4. *Stage participants should march to the stage instead of entering their assigned row.* You will march in from the same side at commencement as you do for graduation practice.
5. There should be no talking during the ceremony. Talking is distracting to others and it detracts from the dignity of the occasion.
6. Teachers will see that you have the correct spacing as you enter the auditorium. Try to keep this same distance between you and the person in front of you as you proceed.
7. **Remain standing until you are given a signal to sit.** Watch carefully for all signals for standing and sitting so that you will be together.
8. Diplomas will be given alphabetically, one row at a time. All diploma jackets will be empty. **If you have any unfulfilled obligations to the school or if your behavior during the ceremony is not exemplary, you must return to Alger B. Wilkins to take care of your responsibilities.** If your diploma is held because of your behavior, you must make an appointment with the Principal.





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## **COMMENCEMENT PROCEDURES**

**(continued)**

9. When it is time for diplomas to be awarded, a marshal will direct you to the stage. Wait until your name is called. Receive your diploma and proceed across the stage in a very dignified manner.
10. As you receive your diploma, there may not be shaking hands due to COVID-19.
11. Continue across the stage, leave the stage, move back to your row and your seat and **remain standing until all members of your row have returned to their seats**. The marshals will let you know when to sit. At the end of the ceremony, after the recessional, you will be directed to the holding area where the Graduation Coordinator and Counselor will have the insert for your diploma.
12. Do not toss your cap into the air when the ceremony is over.
13. If you choose not to march for commencement, you may receive your diploma at Alger B. Wilkins on **by appointment**. Please let the principal or the school counselor know if you plan not to march.



## **RESERVED SEATING**

There is designated seating in the coliseum for physically challenged guests. Arrangements will be made for **one** family member to be seated with the physically challenged guest in the designated area.



ADMIT  
ONE

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ADMIT  
ONE

## GRADUATION TICKETS

Each graduating senior will receive **6 assigned seating** tickets only.

**No extra tickets can be given.**

The number of tickets for each graduate is determined by the Crown. Each guest (including babies) must have a ticket. **You will need to present the names and phone numbers of the four people receiving these tickets in case contact tracing is needed.**

Give your tickets to guests who will respect the dignity of this program. Ask them not to disrupt the procedures by applauding or yelling for you when you cross the stage. **They will be escorted from the ceremony.**

**Seniors who do not meet graduation requirements will not be issued tickets.**



## PHOTOGRAPHS and VIDEOTAPES

Guests can bring cameras to take photos and video but **camera bags are NOT permitted inside the Crown.** Guests can take photos and video with their cell phone from their seat.

**\*\*No one should leave their seat to take a picture or video.**

The Commencement will be online. Visit Alger B. Wilkins High School's web page.

**User Name: TBA Password: TBA**



# CROWN PARKING and GUEST INFORMATION



<u>Guests</u>	<u>Graduates</u>
Use East Parking Lots	Crown Coliseum South Parking Lot
(See next page for maps and illustrations.)	

## GRADUATE ARRIVAL INFORMATION

**Graduates** should arrive **(by 9:30am)** and park at the Crown Coliseum in the North/West Parking Lot and use the back entrance to the Expo Center. Staff will be at the door to direct you.

This is where graduates will be held while waiting to be lined up and marched over to the Crown.





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### **IMPORTANT!! Please Know:**

- All graduates and guests will be screened by metal detectors before entering the building.
- All graduates and guests (aged 5 and older) will be required to wear a mask the whole time they are in the building.
- Any senior that causes a disruption during the processional, ceremony, or recessional will be escorted from the ceremony.
- There will be no admittance to seats during the Processional and National Anthem.
- **NO** umbrellas, balloons, stuffed toys, flowers, wrapped or unwrapped gifts will be permitted (or other restricted items) inside the facility.

- Only **clear bags/purses** are allowed inside the venue, **this includes purses.**

<http://www.crowncomplexnc.com/visit/venue-policies>

- At the end of the graduation ceremony the guests will be asked to remain seated and will be released by sections.

- Guests who choose to cause a disruption during the processional, ceremony, or recessional will be escorted from the ceremony.

- Schools may withhold diplomas for a period of time as determined by the Superintendent for misconduct during the graduation ceremony.

- Graduation from high school is a milestone in the life of a student and his or her family. The dignity of the occasion can best be observed by refraining from whistling, yelling, or applauding for any one student. This will allow families to hear the name of their graduate. **Your congratulations can be shown by applause for the total group *after* the turning of the tassel.**

