

Project Graduation Overview



APRIL 2019

GLEN RIDGE HIGH SCHOOL
HOME & SCHOOL ASSOCIATION

Save the Date!



June 19, 2020

GLEN RIDGE HIGH SCHOOL
CLASS OF 2020
GRADUATION CEREMONY
&
59TH ANNUAL
PROJECT GRADUATION

Project Graduation Overview



Project Graduation (PG)

- A Glen Ridge tradition since 1961
- Provides our graduates an opportunity to celebrate in a safe, alcohol & drug free environment

The night of graduation follows a traditional schedule:

- High School Graduation Ceremony 7-8pm
- Dinner Dance for the graduates at GR Country Club 9-11:30pm
- Tent Party with games and prizes 11:30-3am
- Breakfast and / or Pool Party 3-5am+

The parents of the graduating class raise funds to fully cover the cost for the entire evening

Project Graduation is a sub-committee of the GRHS Home & School Association

Project Graduation Guidelines

a/o March 2014



Fundraising Guidelines:

- Only the current graduating class may call themselves Project Graduation
- Fundraising may begin at the start of 9th grade
- 9-11th grade fundraising may only be in the form of small gatherings within the grade
- The High School Home & School President and the GRHS Principal must approve all gatherings
- An insurance rider must be obtained from the Board of Education's insurer for all gatherings
- Absolutely no fundraising by selling products or services in grades 9-11

Project Graduation Guidelines

a/o March 2014



Finances:

- Finances collected between 9th and 11th grade will be maintained by the High School Home & School Association and will be itemized on the monthly treasurer's report
- The total funds will be transferred into the appropriate year Project Graduation account on or about July 31st leading into senior year
- There will be a per pupil cap not to exceed an average of the previous three years unless approved by Executive Council

Project Graduation Guidelines

a/o March 2014



Finances, continued...

- Raised funds that exceed the cap must be returned to the High School Home & School Association to be used to benefit all High School students. Project Graduation should not intentionally raise funds over the amount needed for PG
- All fundraisers that are not used by a particular Project Graduation become the property of the HS Home & School Association to use and/or “mind” for future Project Graduation committees
- Project Graduation maintains a checking account under the GRHS H&S Bank umbrella which is passed on year to year and has access to the GRHS H&S PayPal account for PG events

Project Graduation Guidelines

a/o March 2014



Project Graduation Committees

- The HS HSA President and Principal select the PG Chairs and Treasurers prior to the last HSA Meeting of the school year so that they can be voted on and begin work prior to their senior year
- Each committee will have a leader who reports to the PG chairs and is responsible for the success of that committee and managing the budget. The committee leader will be responsible for monitoring their budget and notifying the PG chairs of revised forecasts, especially if they anticipate going over budget
- The PG chairs have the authority to reallocate funds at the expense of another committee, if necessary. \$1,000 starting cash balance is to be left in the account for next PG team
- Each committee lead is responsible for an end of year summary report that will be kept in the Master Binder and sent electronically to the PG chairs
- The Project Graduation Committee will complete the master binder and turn it over to the following year's committee chairs by August 15th

Project Graduation Guidelines

a/o March 2014



Communication:

- All PG communication must be approved by the PG Chairs and High School Principal
- The school can send email communication to parents and students and can provide mailing labels. However, the school will not provide an electronic list of contact information for the parents and students
- Email communication will only be sent out a maximum of 3 times per event
- Email communication to be distributed by the school should be submitted to the High School Principal with at least 48 hours notice

Themes



- 2019 SpongeBob Squarepants
- 2018 Monsters Inc.
- 2017 Toy Story
- 2016 Star Wars
- 2015 Lego
- 2014 Dr. Seuss
- 2013 Harry Potter
- 2012 Super Mario
- 2011 Classic Disney
- 2010 Willy Wonka
- 2009 Old School Nickelodeon
- 2008 Superheroes
- 2007 Candyland
- 2006 Las Vegas
- 2005 Pirates of the Caribbean

- Themes are selected by the class in September of their Senior year
- Initial themes are submitted to the Principal
- The top 2 or 3 choices are then proposed to the Seniors at a class meeting where they vote on the final theme

Volunteer Opportunities

Leads

- PG Chair/Co-chairs
- Treasurer(s)
- Publicity/Communications
- Committee Leads
- Sub-committee Leads

Committees

- Fundraising:
 - Community Day - June
 - Parent Social(s)
 - Powder Puff Game - Oct/Nov
 - Car wash – Oct
 - Golf Outing – Oct
 - Talent show – March /April
 - Plant sale – May
 - Graduation Lawn Signs – May
 - Duck race – May
- PG Dinner Dance
- PG Tent Party
 - Design/Construction
 - Food
 - Games
 - Prizes
- PG Pool Party/Breakfast

The Survey – Due May 17, 2019



a/o PG2014

- Sent to Junior families through school email
- Designed to:
 - Make it easier for anyone to volunteer themselves or their home
 - Take the pulse of the incoming Senior Class parents on their PG views

What Happens Next?

- Surveys are due back May 17th
- Lead positions (chairs and treasurers) are selected by the HS Principal & H&S President
- Positions are voted in at the June 13th HS H&S Meeting
- Survey results are shared with the class by the PG Chairs

Financials



Cost per student cannot exceed the average spending of the prior 3 years:

2017 \$232

2018 \$250

2019 \$245*

2020 Budget Estimate: \$242 126 Students \$ 30,492 Budget

Category	Average %	2018 %/cost per student	2017 %/cost per student
Admin	8%	9%/\$22	6%/\$15
Dinner Dance	27%	25%/\$62	29%/\$66
Tent Party	30%	28%/\$71	32%/\$74
Tent Prizes	26%	27%/\$69	24%/\$56
Tent Games	4%	3%/\$8	5%/\$13
Tent Food	1%	2%/\$4	1%/\$3
Pool Party	4%	6%/\$15	2%/\$5
Grand Total	100%	100%/\$250	100%/\$232

*Estimate

PG 2020 Budget Scenario



● Starting Cash	\$5,085
● Charge/Student	\$12,600 (\$100 x 126)
● Car Wash	\$0
● Golf Outing	\$4,750
● Parent Socials	\$2,000
● Parent Gala	\$0
● Talent Show	\$1,000
● Duck Races	\$1,000
● Plant Sale	\$2,500
● Grad Lawn Signs	\$3,000
TOTAL	\$31,935

PG 2020 Timeline



May 17th	Survey Due
June 13th	PG Chairs & Treasurers selected & voted in
June 22nd	Community Day Event
Aug	Information/\$ Transferred by previous class
Sep	PG 2020 Kick Off Meeting; Student Theme
Oct	Car Wash & Golf Outing
Nov	Powder Puff
Dec	Parent Social
Feb	Parent Gala
March	Talent Show
May	Plant Sale & Duck Races @ Arts/Eco Fair
June	Lawn Signs
June 19th	The Main Event – PG 2020!

Stay Informed



Website www.glenridge.org

select - *High School*

select – *Home & School*

Select- *Project Graduation Menu*

Facebook GRHS Class of 2020

Email Coming Soon-TBD