

## CONEMAUGH TOWNSHIP AREA HIGH SCHOOL

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JAMES T. FOSTER  
PRINCIPAL

JAROD T. FEATHERS  
ASSISTANT PRINCIPAL

Dear Senior and Parents/Guardians,

My hopes are that this correspondence finds each of you well during these trying times to which we are all facing. Your cooperation and understanding through the past few weeks has been greatly appreciated as we have all been forced to navigate through changes in the world around us. We have been working hard to provide the members of the Class of 2020 the most positive closure to their High School careers that current guidelines, restrictions and directives permit. As a sign of the times, the decisions and planning for upcoming senior class based activities have been a challenge to say the least. Although not idealistic for all, we have devised a plan that maintains the safest and most sincere Commencement that can be afforded to the families and constituents of the Class of 2020. Although different in design and structure, I hold the utmost confidence that a professional and memorable Commencement is in store.

Conemaugh Township has hired a professional videographer who will produce a pre-recorded Commencement ceremony that will mimic as many of the traditions of our normal graduation as possible. The end product will include all speeches, musical performances, academic recognition, and activities that are a part of our traditional ceremony - and then some.

Ownership of the Silver Drive Inn Theater has generously given us the opportunity to view the final product as a group on **Wednesday, June 17, 2020, beginning at 8:30 PM**. In addition, we are working cooperatively with WJAC TV to release an abbreviated release of our ceremony that will be aired on dates and times that will be announced at a later date. The final product will also be made available on the world wide web for your viewing pleasure for years to come.

In order to begin production of the pre-recorded ceremony, it is necessary for each member of the senior class to register for an appointment to report to the school on **Wednesday, May 20th between 1:00 PM and 7:00 PM**. Registration will be conducted through a Google Form (available through Mrs. Birkhimer's Google Classroom) that will only be accessible through their school based email account. Registration will begin on **Monday, May 11th at 10:00 AM**. Please complete all information on the Google Form.

During the scheduled appointment, seniors will have both still photos and video taken. In addition to the videos for the ceremony, Strawbridge will be present to photograph each senior in their cap and gown. The Strawbridge photo is utilized for a class composite photo that is displayed in the foyer of the auditorium. Strawbridge photos will also be available for purchase, if desired. Should you desire to purchase Strawbridge photos, please bring your checkbook to your scheduled appointment. Student attire for their appointment is expected to be:

- Male attire - Cap, tassel, gown, dress pants, button down shirt, tie and dress shoes.
- Female attire - Cap, tassel, gown, dress, pant suit, dress shoes
- Shorts, jeans, sneakers, sandals, boots are unacceptable.

Under current restrictions and guidelines, the tradition of the Superintendent distributing the diploma case is not permitted. Our adaptation to this change in tradition will be to have the parents, step-parents and/or legal guardians distribute the diploma cover to their graduating member of the Class of 2020. In order for us to abide by the established gathering guidelines set forth by the state, attendance at this appointment **IS STRICTLY LIMITED TO parents, step-parents and/or legal guardians. Additional family members, siblings and friends are not permitted in the building.** Parent/Guardian attire should be appropriate for the occasion (Sunday best).

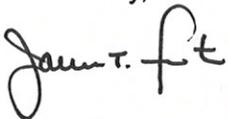
Caps and gowns have arrived. Our distribution date is **Wednesday, May 13th, 2020**. We will distribute caps and gowns using a drive through format in front of the Courtyard of the High School between the hours of 11:00 AM and 1:00 PM. Please report to the school during this timeframe to receive your cap, tassel and gown.

OTHER NOTABLES:

- Physical diplomas will not be officially distributed at the appointment for still photos and video. We are planning for a different physical distribution date/activity. We will release additional information in the near future.
- We have been informed that the company who traditionally produces graduation announcements is unable to do so because of the Coronavirus non-essential business shutdowns. With the timing of notification, we will not be able to bulk order through another provider. In speaking with other schools who are experiencing the same, they are guiding individuals who wish to purchase graduation announcements to do so through Shutterfly or other similar companies on the internet. They provide several options that can be personalized to your liking.
- Class t-shirts are being produced and we will notify you of a pick-up day, site and time upon delivery.
- Should any changes or additional information be required to be forwarded to you, we will utilize Mrs. Forgas's, Google Classroom and the all call system to make you aware of any and all necessary changes.
- If you have not submitted your Senior casual photo and baby photo to both Mr. Foster ([james.foster@ctasd.org](mailto:james.foster@ctasd.org)) and Ms. Gall ([leeann.gall@ctasd.org](mailto:leeann.gall@ctasd.org)), please do so immediately. We are currently using them for a Senior Spotlight and we have a few other recognitions planned where we will be needing them in the very near future, including the pre-recorded graduation.
- As we progress forward, we will utilize the all call system, Facebook, Mrs. Birkhimer's Google Classroom and the District Web Page to distribute information that is related to future activities and plans. Any release of important information will be associated with a call through the all call system.

Thank you for your time. I look forward to working with you in the weeks ahead.

Sincerely,



James T. Foster

Conemaugh Township Middle and Senior High School Principal