

Dear Class of 2020 and Parents/Guardians,

This email comes to you as both your principal of Marion L. Steele High School and the father of a senior daughter. After getting information from both the Lorain County Health Department and government officials, it has become clear that our traditional graduation at CSU can not happen. We have developed a plan for a hybrid graduation that is the best way for us to honor our 2020 graduates.

Our hybrid graduation plan allows each senior to walk across a stage and accept their diplomas with a few modifications. Each senior and up to four family members will have a scheduled time to report to Marion L. Steele High School. Video will then be recorded of each student taking the traditional walk across the stage to receive their diploma. Those individual videos will be edited together into a full graduation ceremony. The video will be posted on Amherst Exempted Village School District's Official YouTube Channel on May 23, 2020, at 12:00 pm, which was the original graduation date and time. We hope that you will take the time to watch it with those you love. Each senior will receive a complimentary DVD copy of the Ceremony and the official Commencement program via mail the week of May 27th.

Now, here are the details on how we will make this happen.

#### FILMING AND RECEIVING DIPLOMA:

On Wednesday, April 29th, each student will receive an email with a specific date and time to report to MLS for filming. A maximum of four family members may accompany the graduate. This social distancing precaution will be strictly enforced. We will have limited time slots in the evening reserved for extenuating circumstances.

Please park in the front lot at MLS and wait in your vehicle until it is time to enter through the front doors. There will be a staff member outside with a sign to announce when it is time to enter. One family at a time will enter the main lobby. Keeping proper social distance, each family will then proceed to the cafetorium.

In the cafetorium, you will have your name announced as you walk across the stage, receive your diploma from your family members, and pose for a picture. You will then exit the building through the cafetorium doors with opportunities for photos in the courtyard on the way to your vehicle.

#### WHAT TO WEAR:

We ask that each senior dress appropriately in their cap and gown. Don't forget your tassel and any additional cords you earned.

### CAP AND GOWN DELIVERY/CHROMEBOOK RETURN/FEEES:

Students will receive their cap and gown on May 7th from 1:00-4:00 pm in the South Parking Lot via a drive-thru set up. Students should enter the South Lot via Washington Street and form a line in the lane closest to the street. Students must remain in their cars. Once they reach the South Lobby doors, a staff member will bring their cap and gown to them. Once students have turned in their Chromebook and received their cap and gown, they will proceed around the South Lot and exit via Axtel Street.

In order to receive their cap and gown, students must turn in their school-issued Chromebook and have all school fees paid in full. If your school fees have not yet been paid, you can either pay online through Parent Portal or by mailing a check to Steele High School, 450 Washington Street, Amherst, OH 44001. Mrs. Schultz will also be in the office on Tuesday, May 12th from 10:00 am - 3:00 pm to accept payment in person or over phone (440-988-4433) via credit card. Please email Mrs. Schultz at [claudia\\_schultz@amherstk12.org](mailto:claudia_schultz@amherstk12.org) if you have any questions about fees or if you need to set up a payment plan.

### SENIOR DATES AT A GLANCE:

April 29th: Schedule for Graduation Filming Released, Check Amherst Email!

May 7th, 1-4 pm: Cap and Gown Pick Up at South Lot

May 13th: Filming for Graduates Last Name A-G 9:00AM - 3:00PM

May 14th: Filming for Graduates Last Name H-O 9:00AM - 3:00PM

May 15th: Filming for Graduates Last Name P-Z 9:00AM - 3:00PM

May 23th, 12:00 pm: Commencement Ceremony for the Class of 2020 is released on the District's YouTube Channel.

Again, I know this is not the ending you had hoped for. Your thirteen years of hard work and dedication has not gone unnoticed. Please know that we are doing everything in our power to make this day as memorable and special as possible. Class of 2020, you are special in so many ways and you need to know AMHERST LOVES YOU!

Joe Tellier

Principal, Steele High School