



To: Seniors Needing Cap and Gown
From: Thomas Kohout, Assistant Principal - Business & Activities
Date: 05/18/2020
Subject: **Make Up Graduation Cap/Gown & Lawn Sign Distribution Day**

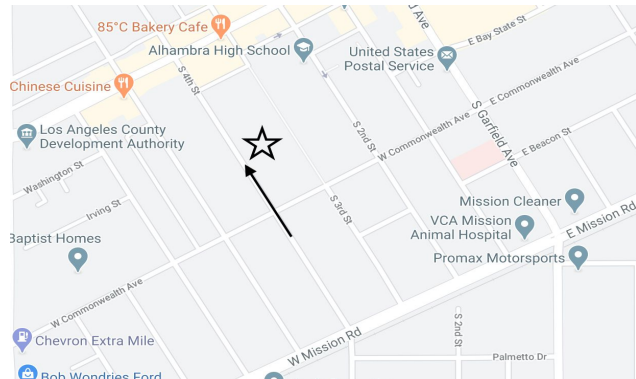
We will be having a Graduation Cap/Gown/Lawn Signs make up day on **Friday, May 22nd, 2020** from 8:00am-10:00am. For this distribution, seniors may arrive anytime between **8:00am - 10:00am**.

As before, CDC guidelines for social distancing will be implemented.

Please remember the following guidelines.

- (1) Driving northbound on the east side of 4th street, student and/or parent will need to pull up to the curb with a sign posted on their passenger front window - see sample below.
- (2) I will direct you to open your trunk so that we can place the items inside. If your trunk does not open from within the car, you will be directed to pull forward to a designated area where you will safely load the items in your own vehicle.

Student Last Name, Student First Name
Student ID#



*If you are not coming by car, there will be a table set up on 4th Street/Gym to assist you. Please line up according to the marked areas on the sidewalk in order to maintain the appropriate six feet of social distancing.

We look forward to seeing you on **Friday the 22nd!** If you have any questions, please contact kohout_h_thomas@ausd.us.