

Dear Parent(s)/Guardian(s),

We hope that all is well with your family and that your student's transition to online schooling has went smoothly. Last week, an automated invitation email was sent out from Marching Order. Marching Order is the company secured from Herff Jones to help the facilitation of our upcoming Virtual Graduation Ceremony. Please take the time to complete the online registration. **If you did not receive a registration email**, please contact either Assistant Principal, Mr. Abbs, at [trevor.abbs@stjohns.k12.fl.us](mailto:trevor.abbs@stjohns.k12.fl.us) or Assistant Principal, Ms. Raimann, at [parker.raimann@stjohns.k12.fl.us](mailto:parker.raimann@stjohns.k12.fl.us) for assistance.

The purpose of this letter is to clear up information that was inadvertently sent out from Marching Order and hopefully answer some questions about our upcoming Virtual Graduation. Please read the following information and share with your graduate:

### **MARCHING ORDER REGISTRATION**

- When you register your student in Marching Order, it will enable them to view the Graduation Ceremony after it streams live.
- Additionally, students will be able to provide Marching Order with the correct pronunciation of their name.
- You **WILL NOT** need to upload any pictures during the registration process.

### **GRADUATE PHOTOS FOR THE VIRTUAL CEREMONY**

- **We will be using the "Cap and Gown" pictures provided by Cady and Cady for the Virtual Ceremony.** You WILL NOT need to upload any pictures into Marching Order.
- **ADDITIONALLY, pictures submitted on the Bartram Trail High School Class of 2020 Instagram account will be used for our "recessional" portion of the graduation program.** Please head to the following website to submit a "Graduation Slide" to have your student included in the recessional (this is not mandatory). Here is the website link:
  - o <https://www.instagram.com/bths2020/> (We highly recommend that you check out the site regardless if you are going to participate!)

### **GRADUATION STREAMING DATE/TIME**

- Our Virtual Graduation will be streamed live as follows:
  - o DAY: Saturday, May 23
  - o TIME: 2:00PM
- A link will be shared with you a week prior to the event.

### **QUESTIONS?**

- If you have ANY questions, please contact either Assistant Principal, Mr. Abbs, at [trevor.abbs@stjohns.k12.fl.us](mailto:trevor.abbs@stjohns.k12.fl.us) or Assistant Principal, Ms. Raimann, at [parker.raimann@stjohns.k12.fl.us](mailto:parker.raimann@stjohns.k12.fl.us) for assistance.

We appreciate your patience with this process. We would like to provide the best experience for your student under the current circumstances. **Once we have a clearer view of upcoming health and safety protocol, it is our intent to provide an additional event to celebrate the Class of 2020. We hope to make this announcement prior to our online Graduation day.**

Thank you for all you have done for Bear Nation!