



June 1, 2020

Dear Seniors and Parents/Guardians:

Graduating from high school remains an important milestone in your lives, and the faculty and staff at UPCS commend you for your success during this very difficult time.

Due to Governor Wolf moving Allegheny County into the *Green Phase* as of Friday, June 5, 2020, we have an important update on this year's graduation ceremony! **We will now be holding an in-person ceremony with hybrid options: The graduation ceremony will take place at the David L. Lawrence Convention Center, following the CDC and Convention Center guidelines.** For those who don't yet feel comfortable congregating in person, we will still be able to include you. We will use the video recording from the cap-and-gown pickup to include every member of the Class of 2020 in the in-person ceremony. We will also live-stream the event via Facebook.

Although this 2020 graduation ceremony will be unlike any other, we will be doing our best to maintain some traditions while respecting the required practice of social distancing and the banning of large gatherings over 250. We will make every effort to recognize our seniors in an environment that is safe.

We will still be recording you receiving your diploma in your cap and gown as planned on June 9th and 10th. If you have not yet scheduled an appointment please email Ms. Jackie at jralutz@upcs.net. This ensures if you are not able to or comfortable participating in the in-person graduation, that we can play the video of you during the in-person ceremony and live-stream.

Graduation Information:

Graduation 2020 will begin at 5 p.m. on Thursday, June 11, 2020. The ceremony will be held at the David L. Lawrence Convention Center in the Spirit of Pittsburgh Ballroom on the third floor. Seniors and guests must enter through the East Lobby and guests will be required to check-in upon arrival. There will be signage and staff available to direct guests to the Ballroom.

Parking is available at the Convention Center for a flat fee of \$12, but there are several parking garages in the surrounding area; please visit <https://downtownpittsburgh.com/parking/> for more information.

Please note that balloons are not permitted at the Convention Center; they will be taken upon entry.

Expectations & Procedures

- Each senior may have two (2) guests in attendance. We need the names of your guests in advance; we will record your guest's names at your appointment on June 9th and 10th. **If your guests are not on the list, they will not be admitted.**
- Each person in attendance must wear a mask or face covering that fully covers the mouth and nose.

- Seniors must be formally dressed and ready when they arrive. All seniors must wear their cap, gown, and mask to participate in the ceremony.
- Seniors should arrive no later than 4:30 p.m.
- All seniors, guests, and staff will be seated six (6) feet apart and should maintain social distancing as much as possible.
- Once seated, please remain in your seat for the duration of the ceremony.
- Once the ceremony is complete, all guests are asked to exit through the West Lobby.

Hand sanitizing stations will be located throughout the Convention Center for your convenience.

As a reminder, only seniors who have completed all credit requirements by June 26th will be included in the virtual graduation ceremony that will be posted publicly on June 30th. Seniors have until July 31st to finish all coursework before receiving a diploma.

I would like to thank all of you for your help and understanding as we developed a plan that reflects the school's admiration for our class of 2020! If you have any questions or concerns, please contact the administration.

Please stay well and be safe.

Sincerely,



Kathleen Garland, CEO/Principal

CC:

James Frank, Vice Principal

Dr. Edward Mandell, Director of Special Education

Shannon Conner, Supervisor of Instruction

Nicole Homich, Coordinator of Curriculum and Instruction