



Inspire Learning. **Unlock Potential. Empower Achievement.**

April 28, 2020

Dear Graduates and Families of the Linn-Mar High School Class of 2020,

We hope that each of you are staying safe and healthy during this time of uncertainty prompted by the COVID-19 pandemic. The purpose of this communication is to provide you with an outline of current planning for Commencement honoring the Linn-Mar High School Class of 2020. We know none of you envisioned your senior year ending in any sort of manner similar to what we are currently experiencing. We are disappointed for all of you that so many end of high school traditions celebrating your accomplishments have been impacted. Our primary goal when discussing Commencement, and any possible adjustments, has centered on two things: the safety of everyone involved and, as much as possible, the preservation of 'the moment' when each graduate hears their name called, walks the stage, and receives their diploma.

We have created multiple scenarios for Commencement that we are sharing in this document. We are going to hold off on making a final decision on which scenario will be used for Commencement until Monday, May 11th. Any guidelines and insight provided by the Governor and local health officials on recommended social distancing guidelines will greatly impact our final decision, but we also want to be timely in the decision to allow for planning. We want to provide closure for students regarding high school so we will be quite sensitive to delaying Commencement into June; or later into summer if there is not an extremely high probability that the event will still be able to take place at the later date.

Commencement is the ceremony signifying your official graduation from high school. It is a moment of distinction for all of our graduates and their families. No matter which manner of ceremony Commencement must take, it is our goal to ensure our graduates are allowed the opportunity for 'the moment' when they are officially honored and congratulated for graduating from Linn-Mar High School. We will provide more details regarding cap/gown/tassel distribution, return of computers/chargers/schoolbooks, name pronunciation check, and other senior information in the next two weeks. Once a decision regarding Commencement has been made on May 11th, we will provide more details on the ceremony that will be taking place for our graduates.

Take care and stay healthy, Lions.

Sincerely,

A handwritten signature in black ink that reads "Shannon Bisgard".

Shannon Bisgard, Superintendent  
Linn-Mar Community School District

A handwritten signature in blue ink that reads "Jeffrey M. Gustason".

Jeffrey M. Gustason, Principal  
Linn-Mar High School

Linn-Mar High School 'Class of 2020' Graduation Scenarios:

**(The decision on which scenario will be used is planned to be communicated on Monday, May 11)**

**Scenario #1: Commencement at U.S. Cellular Center (CR) on May 24, at 1:00 p.m. as currently scheduled:**

*This will only take place if given approval from Linn County Public Health, if it fits within current State-Level guidelines, and incorporates specific Social Distancing Measures. If the decision had to be made today, Scenario #1 would not be chosen.*

Social Distancing Measures will include:

- approximately 1000 tickets (max. of 2 per student) in specific, designated seats in the arena
- Students go directly to assigned seats on arena floor upon arrival
- Graduate seats 6' apart (student's name on seat)
- No large ensemble Band, Orchestra or Chorus performances
- No handshakes during the ceremony

**Scenario #2: Commencement at U.S. Cellular Center (CR) on June 14, at 1:00 p.m.:**

*We will be quite sensitive to planning for a delayed ceremony if an extremely high probability the event can happen on the delayed date does not exist. If the decision had to be made today, Scenario #2 would not be chosen.*

**Scenario #3: Individual Conferring of Diplomas in LMHS Auditorium on May 21, 22, 23, and 24 at specified times.**

(Variations to this scenario will be made as social distancing guidelines and needs dictate). *If the decision had to be made today, Scenario #3 would be chosen.*

**Video recording of each component of the ceremony, including each graduate having name read, walking across stage and receiving diploma. The completed video will be distributed to all graduating Seniors in June.**

**Each component of Commencement will be recorded separately in the LMHS Auditorium:**

(Professional video crew will be recording all elements of ceremony and put together for the LMHS Class of 2020 video).

On May 21, 22, 23, 24, Diplomas Conferred for Individual Graduates: Name Read, Walk Across Stage, and Receive Diploma in Auditorium at Pre-Scheduled Times:

**- Graduate and up to 4 Parents/Guardians:**

(Schedule 130 Graduates per day, 20 per hour, 5 per 15 min. segments)

9:00, 9:15, 9:30, 9:45 a.m.	20 Students
10:00, 10:15, 10:30, 10:45 a.m.	20 Students
11:00, 11:15, 11:30, 11:45 a.m.	20 Students
1:00, 1:15, 1:30, 1:45 p.m.	20 Students
2:00, 2:15, 2:30, 2:45 p.m.	20 Students
3:00, 3:15, 3:30, 3:45 p.m.	20 Students
4:00, 4:15 p.m.	10 Students

- In Full Cap/Gown:

- 1. Graduate's Name Read**
- 2. Graduate walks to center stage to receive diploma**
- 3. Graduate receives diploma w/picture taken (Elite Photography)**
- 4. Graduate moves tassel as an official graduate of LMHS**
- 5. Graduate Picture with diploma (Elite Photography)**

Before and on May 20: Recording of Other Components of Commencement takes place