



BIG OAK FLAT-GROVELAND UNIFIED SCHOOL DISTRICT  
**TENAYA ELEMENTARY SCHOOL**  
19177 HIGHWAY 120 GROVELAND, CALIFORNIA 95321  
(209) 962-7846 – Fax (209) 962-5076  
Mrs. Hilton, Superintendent/Principal

May 21, 2020

Dear Eighth Grade Parents and Guardians,

Mrs. Hawkins and I held out hope that we would be able to offer a promotion ceremony like we have done in past years, unfortunately no gatherings of any kind are allowed at this time due to the governor's "shelter in place order". We have been working with the Public Health Officer and the JPA (our insurance) on an acceptable format for graduation. We have been approved to have a drive through graduation with direction that we guarantee that the handing over of diplomas will be "contactless". The drive through ceremony will be held as scheduled on June 2<sup>nd</sup> at 6:00 p.m. The plan is as follows:

- ❖ Each eighth grade student/family will enter the parking lot through the bus entrance starting at 5:50 and "stage" in the upper lot by the gym. Rhonda will flag one car at a time to enter the lower lot by the office. All students must remain in their vehicle with members of their household, no more than 1 vehicle per family. **Please have the graduate sit on the passenger side of the vehicle!**
- ❖ Teachers & Board members will be in their own car to honk/cheer as students arrive. There will be no physical contact with students.
- ❖ Mrs. Hilton will announce students' names as they pull up to the office. Mrs. Hawkins and Mrs. Griffin will pass the student their diploma through the open window, using a "contactless" method.
- ❖ A photographer will take a picture from a distance, these will be developed and sent out to students
- ❖ Students and their family leave the parking lot once they have received their diploma.
- ❖ The event will be recorded and uploaded to the eighth grade Face Book page.

Let's make this as FUN as possible given the circumstances. We encourage you and your family to decorate your vehicle. Make signs, streamers, balloons etc...

We look forward to seeing you on June 2<sup>nd</sup>- Mrs. Hawkins, Mrs. Griffin and Mrs. Hilton

