

September 15, 2023

Class of 2024 Important Yearbook Information

Dear 8th Grade Parents,

Eighth Grade is a very special year for our children. There are many exciting events that will take place throughout the year. The yearbook committee needs your help in order to preserve those memories for your children. The committee has already been hard at work and we have many wonderful ideas to make the yearbook a huge success, but we will need your help to do so!

You can assist us by doing the following six (6) things listed below:

1. PURCHASE A DEDICATION PAGE

Order Form Due: ***Wednesday, December 1, 2023.***

The dedication pages are our sole source of funding for the printing of the yearbook as well as other graduation activities such as yearbook luncheon. Traditionally, parents have purchased dedication pages (full and/or half) for their children offering congratulations and wishing them well in high school. Grandparents, siblings and friends have also purchased their own dedication pages (full and/or half).

Guidelines for dedication pages:

- Each family may order no more than 4 full pages (in any combination of full and half pages)
- Full page dedications: 8 to 10 pictures maximum per page, no more than 75 words of text. (Size is 8.5"x11")
- Half page dedications: 4 to 5 pictures maximum per page, no more than 40 words of text. (Size is 8.5"x 5.5")
- All pictures must be submitted via email to our dedicated address: SMYEARBOOK2024@gmail.com
- Please send in PNG format.
- Please create your dedication pages (samples have been provided for inspiration that were created in the past) you may use different creative websites or apps to accomplish this (ie: [canva.com](https://www.canva.com); Pages app; Shutterfly; etc..)
- Included with this letter is a dedication page order form. The dedication order form and information pertaining to the 8th Grade Yearbook can also be found on the school website under the "Parent" tab.

Please make copies of the order form or download additional copies. Each page should be submitted on its own order form, but you may send all photos in one email neatly labeled to SMYEARBOOK2024@gmail.com.

Submit order form(s) and payment through the office labeled "YEARBOOK" with your child's name on the outside.

2. SUBMIT A BABY PICTURE

DUE: *Wednesday, December 1, 2023*

The yearbook will contain each graduate's baby picture. Please provide one picture in an email to SMYEARBOOK2024@gmail.com labeled "Baby Picture".

3. SUBMIT A FIRST HOLY COMMUNION PICTURE

DUE: *Wednesday, December 1, 2023*

The yearbook will contain a picture of your child if they received the Sacrament of Holy Communion, whether at St. Mary's or another parish. Please provide one picture labeled "Communion Picture", preferably an individual shot of your child to SMYEARBOOK2024@gmail.com

4. SUBMIT PICTURES FROM SCHOOL EVENTS:

DUE: *Wednesday, December 1, 2023*

In order to create a memorable yearbook we need your pictures!!

We need pictures of: Special Person's Day, First Holy Communion, St. Mary's Boy & Girl Scout Troops, Halloween, Breakfast with Santa, Field Trips, School Concerts, Altar Servers, School Sports, School Play, Talent Show, Faith and Sports and any candid pictures from the early years taken at the school events.

Please be selective, send in only those pictures that follow the picture guidelines below. All pictures for the yearbook's general pages **MUST** relate only to St. Mary's events. Pictures from your individual Catholic School event can be included as candid.

*Only the dedication pages may contain pictures that are not related to St. Mary's.

5. EIGHTH GRADE STUDENTS TO SUBMIT YEARBOOK QUOTE & PROVIDE NAME AS IT SHOULD APPEAR IN YEARBOOK:

HOMEWORK ASSIGNMENT DUE: *Wednesday, December 1, 2023*

Please assist your 8th grader with selecting a suitable yearbook quote which will accompany his/her graduation portrait in the yearbook. Please note that all quotes will go directly to Mrs. Kemp for approval. Additionally, it is very important that parents tell us how they wish their child's name to be listed in the yearbook.

For example:

William Grant Cuneo

Or

Grant Cuneo

This will be posted as a homework assignment through Google Classroom and it needs to be completed by the due date above. Please make sure your child checks Google Classroom for the assignment in the next few weeks.

6. EIGHTH GRADE YEARBOOK SURVEYS, FAVORITE MEMORIES & SUPERLATIVES:

HOMEWORK ASSIGNMENT DUE: *In January 2024*

This will be posted as a homework assignment through Google Classroom and needs to be completed by the due date above. We will be requesting their feedback regarding their time spent at St Mary's. We hope they enjoy providing this info!

PICTURE GUIDELINES

- All pictures must be submitted via email to SMYEARBOOK2024@gmail.com. If you are scanning any of your ORIGINAL pictures for submission you must scan at minimum 300 dpi resolution. Any less than that and the picture resolution becomes distorted and the pictures will not be used in the yearbook.
- Please send as JPEG or PNG, do not send as PDF.
- When emailing pictures to the yearbook committee please always select the best quality (i.e. large format or original size). The yearbook publisher does NOT recommend pictures from older camera phones or smart phones as the resolution is too low.
- Please identify each picture in your email as ***"Baby Picture"***, ***"Communion Picture"***, ***"Parent Dedication Page"***, ***"Candid"*** etc. The same picture can be used on more than one page if identified as such- ***"Baby Picture & Parent Dedication Page"***, etc.
- Do NOT crop or alter the pictures as it is very difficult to work with them. We will crop pictures on the computer as needed. No photos uploaded from Facebook or other social media accounts may be used.

Thank you in advance for your cooperation. If you have any questions, please don't hesitate to contact us via SMYEARBOOK2024@gmail.com.

Sincerely,

Carol Moon

2024 Yearbook Chair

