



Auburn Community Unit District No. 10



606 North Street
 Auburn, Illinois 62615
Darren Root, Superintendent
 Telephone 217-438-6164
 Fax 217-438-6483

Amy Donaldson, ES Principal
 Telephone 438-6916

Matt Grimm, MS Principal
 Telephone 438-6919

Mark Dudley, JH Principal
 Telephone 628-3414

Nathan Essex, HS Principal
 Telephone 438-6817

Christy Bailey, Assistant Principal
 Telephone 438-6817

Dave Bates, Athletic Director
 Telephone 438-6549

August 27, 2021

Dear Senior Parents & Guardians

RE: Yearbook Information

I just wanted to let all of you know some important information regarding the yearbook for your son/daughter's senior year.

- Senior Information & Most Likely Information are due October 1st. The links are on the Class of 2022 Google Classroom.;
- Baby Pictures and Casual Pictures are due to me by the end of the day **November 12th**. Pictures may be submitted to me digitally – but they must meet our resolution specifications. **Screen shots of photos, images from websites, or low resolution images will not reproduce well. We need them to all be at least 600 dpi. If you are unsure, please send in a printed picture and we can scan them to make sure they are the correct resolution. Please make sure any prints are on photo paper not regular copy paper.** Please make sure all photos are school appropriate. All pictures must have students fully clothed and with school appropriate props (if any are present in the picture). You may upload images to <https://bit.ly/3zoMIU> . There is also a link on my webpage on the school website. There is a “How To” video on how to submit the pictures electronically if you go to the link given. If you are uncomfortable or would rather send in a printed copy of the pictures that is acceptable as well. Please do not send them on regular copy paper due to reproduction issues. We do our best to return these pictures to the students once we have finished working with them. Please realize, if the image is fuzzy on screen or on a print, that is how it will appear in the book. We do not Photoshop the photos.;
- Anyone that has not already had their Senior Pictures taken by Grussenmeyer's we will have another picture day for that. We have scheduled it for October 28th. We will make sure to let all students that need to have their pictures taken know of the specific times that they will be here to take their pictures. This is during Parent/Teacher conferences so students will not have to miss class in order to have their pictures taken. If you have already had your picture taken, there is nothing you will need to do. Please remember to bring in your sitting fee money of \$15. You can also order pictures from them at this time or order later as well. I have included an order form for you.
- Happy Ads – specific information will be sent out in January and information is due back to me by March 6th;
- Yearbooks are still on sale until April 8th. Prices start at \$50 – until September 10th. The absolute last day to order books is April 8th. All orders will downloaded by our production facility at midnight on April 8th so I will not be able to accept any orders after that date. Order forms are outside my door and in the office. You may also receive emails about ordering as the year goes on.;
- Graduation picture information and practice information will be given out closer to the graduation practice date.

I will post any handouts to my website so they may also be downloaded in case you need additional copies. We will be sending out more information to you throughout the year as well. If you have any questions regarding this information, please call me at the school or email me at martha@auburn.k12.il.us.

Sincerely

Martha Cunningham
 Yearbook Adviser

Enclosures: Yearbook Order Form
 Grussenmeyer's Senior Picture Form