



**COLLINSVILLE HIGH SCHOOL**  
**Collinsville Community Unit District No. 10**

**2201 Morrison Avenue**  
**Collinsville, Illinois 62234**  
**(618) 346-6320**  
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October 26, 2016

Dear Seniors and Senior Parents/Guardians:

It's time for senior pictures for the yearbook! We would like to update you on the senior portrait policy and the dates/times senior pictures will be taken. In an effort to include more seniors in the yearbook, we now require students to be photographed at school by our senior yearbook professional photographer, John Locus. Please understand, no outside photographs will be accepted for the senior portrait section in the yearbook.

On November 3, 9, and 10, John Locus will come to Collinsville High School and follow the attached schedule to photograph seniors. This portrait will be a head shot only, specifically for the yearbook. He will upload three to four expressions for your review online at <https://johnlocus.smugmug.com/CHS-Class-of-2017/n-SxMFf9/>. You will be able to select one photo, free of charge, for the yearbook. Procedures for selecting the photo will be sent at a later date, in a different email. If you would like to purchase the portrait, a variety of packages ranging from \$13.99-\$105.99 will be available. No purchase is required, this is strictly optional.

If you are interested in scheduling a full senior portrait session with him, including more options for your individual use, please call (618) 345-2005.

Please remember that any clothing found inappropriate by the yearbook advisors will result in the photo not being used. We recommend males wear a sport coat and tie; and girls wear appropriate neckline blouse or dress. Traditionally, senior photos are beautiful shots that represent the seniors in an elegant way.

**The following is the agenda we will follow for senior photos with Mr. Locus:**

Thursday, November 3	
10:00 - 11:00 a.m.	last names beginning in A-Bo
11:00 a.m.- 12:00 p.m.	last names beginning in Br-Ch
12:00 - 1:00 p.m.	last names beginning in Cl-D
1:00 - 2:00 p.m.	last names beginning in E-G

Wednesday, November 9	
9:44 - 10:39 a.m.	last names beginning in H-I
10:44 - 11:39 a.m.	last names beginning in J-K
11:44 a.m. - 12:39 p.m.	last names beginning in L-Mc
12:44 - 1:32 p.m.	last names beginning in Me-O

Thursday, November 10	
10:00 - 11:00 a.m.	last names beginning in P-R
11:00 a.m. - 12:00 p.m.	last names beginning in S
12:00 - 1:00 p.m.	last names beginning in T-V
1:00 - 2:00 p.m.	last names beginning in W-Z

There will be a make-up day on November 16 from 10:30 a.m. to 12:30 p.m. for students who were absent on their assigned day. We will not accept anyone who was in attendance and failed to get their photo taken according to the above schedule. Mr. Locus is donating his time to take these portraits in order that more of the senior class is represented in the yearbook. We are grateful to him volunteering and want to utilize his time appropriately.

If you have any questions regarding this procedure, please feel free to contact the yearbook advisors at [kahokian@cusd.kahoks.org](mailto:kahokian@cusd.kahoks.org) or call (618) 346-6320 ext. 1226 (Shawn) or 1227 (Vicki).

Sincerely,

Shawn Geppert and Vicki Fuhrhop  
 Kahokian Advisors