



MONONA GROVE HIGH SCHOOL

4400 Monona Drive • Monona, Wisconsin 53716 • Phone: (608) 221-7666 • Fax: (608) 221-7690

www.mononagrove.org

Paul A. Brost, Ph.D.
Principal

Melissa Hahn
Associate Principal

Jason Kling
Associate Principal

Jeff Schreiner
Athletics & Activities
Director

May 1, 2019

Dear Senior Parents:

NOTE: The Yearbook is a separate fee. If paying online, click optional payments. If paying in person, add \$45 to your fees. Yearbook orders will NOT be accepted after November 30. Make sure to order a yearbook if you are placing an Ad for Grad!


Ads-for-Grads is a wonderful way to show how proud you are of your child and to celebrate his/her graduation. If you are interested in putting an ad for your senior graduate into the 2019-2020 Silver Scroll, please fill out the following form and return it with payment by September 27, 2019, to the main office. Checks should be made payable to Monona Grove High School. Make sure to fill out both sides of the order form and include any pictures and text you want in the ad. We get a lot of pictures turned in throughout the year, and we are not always able to return pictures. For this reason, **do not give us your only copy of a picture**. Also, do not give us paper copies of pictures. They do not scan well. We would prefer to scan pictures ourselves to make sure they are good quality scans.

We are offering eighth, quarter, half, and whole page ads. If you'd like to design your own ad at home, you may e-mail the ad in pdf or jpeg format to our e-mail address below, however, for book keeping purposes, please **fill in the Ad Order Form and include that with your email or drop off at school**. Please make sure you pay attention to the size of the ad and that we will place your child's name at the top of the ad for indexing purposes. Look at last year's book to see arrangement and sizes. **NOTE: WE CAN'T BE HELD RESPONSIBLE FOR HOW A PREDONE AD PRINTS**. Sometimes text or pictures print fuzzy or pixelated because the quality isn't high enough. We will do our best to let you know if we notice something that looks as if it won't print well, but ultimately it is your responsibility to ensure the quality of the pre-done ad.

Just a reminder, **senior pictures are also due September 27**. If the company you used to get senior pictures taken is not sending us a digital image, you must drop off a disk with the digital image on it in the main office. Make sure any disk dropped off is labeled with your child's name on the disk. Most of the main companies send us a disk with all of the students' pictures at one time. We do not accept printed copies of pictures. If you use a vendor such as JC Penney or PhotoXPRESS, they may charge you to get a disk copy for the yearbook. Please check with them **BEFORE** you have senior pictures taken. If we do not receive the photos by September 27, we will use the photo taken for his/her school id. If we do not have an id picture, his/her picture will not appear in the yearbook. Please make sure to get these in before the deadline. Please do not call to ask if we have received your student's picture as we cannot return 250 phone calls and it will take us **at least** a week to go through all the pictures received to see who we are missing. In addition, many photographers send pictures in at the last minute. After going through the pictures we have received, we will post a list outside room 226 and the attendance office of students who have not turned in senior pictures. If your child's name is on that list, please have him/her stop by room 226 after school or you may call or email mg.yearbook@mgschools.net, especially if your photographer has told you that he/she has turned it in. Rest assured, we make every attempt possible to get a photo for every student.

As in previous years, **we will only accept shots from the waist up and we will not accept shots with hats. In addition, they must be at least 350 dpi and portrait orientation. Usually the image is 1 mb in size when it is a good quality image.** If you are uncertain if we will accept a shot, include one that you know we will. Make sure to label it **2nd choice**.

Thank you for your support with our endeavor. If you have any questions, please contact the Silver Scroll staff at 316-1858 or e-mail us at mg.yearbook@mgschools.net. We will not be available after June 8 or before August 30.

Sincerely,

Jennifer Dames, Advisor

