



# NORTHGATE SCHOOL DISTRICT

NORTHGATE MIDDLE/HIGH SCHOOL • 589 Union Avenue • Pittsburgh, PA 15202-2999  
PHONE: (412) 732-3300 • FAX: (412) 734-8086

BRYAN J. KYLE  
PRINCIPAL

September 8, 2017

Dear Senior Parents/Guardians,

This year, seniors will be permitted to submit their senior yearbook picture from the photographer of their choice. Guidelines for submission are as follows:

- ✓ All photographs must be vertical headshots (chest up *only*).
- ✓ All images need to have a resolution of 300 DPI (Dots Per Inch).
- ✓ All images need to be a minimum printable size of 2" x 3".
- ✓ All pictures need to be saved in the jpeg file format, NO PDF.
- ✓ All images are to be emailed to [jgaber@northgate.k12.pa.us](mailto:jgaber@northgate.k12.pa.us) with the subject line being how the student's name should appear in the book.
- ✓ All photos must be submitted by Friday, December 1, 2017.
- ✓ In accordance to the Northgate Student Handbook, acceptable standards of modesty shall be maintained for all professional pictures throughout the yearbook. Articles deemed unacceptable in the school building under this objective are as follows: outer garments, jackets, pullovers, etc., tube tops, cut offs, tank tops, halter tops, "spaghetti" straps, etc. are not permitted. Torso and shoulders must be covered. Clothing or jewelry displaying indecent writing, profanity, depictions or allusions to drugs, alcohol and sex, including slogans are inappropriate and may not be worn. Headwear of any nature is prohibited. If dress code standards are not maintained, the student will not appear in the yearbook.

If a senior wishes to have their senior portrait submitted by Northgate's school photographer, Scott Studio, they can have their photos taken on Thursday, September 14, 2017, at the Middle/High School on Picture Day. You can also arrange for a private shooting by contacting Scott Studio directly at 412-630-4620.

Should you have any questions, please feel free to contact my office at 412-732-3300 x 1001.

Sincerely,

Bryan J. Kyle  
Principal