

Dear New Trier Families,

Once again, welcome to the 2023-2024 school year! We look forward to greeting students on **Monday, August 21**, for our [special first day schedule](#). Regular schedules begin on Tuesday, August 22. As a reminder, all schedules can be found on our [calendars web page](#).

One important theme for the year: **Attendance Matters**. New Trier is committed to forming a partnership with parents/guardians to maintain consistent student attendance. It is through this partnership that students will attain their highest level of academic and personal achievement. Regular school attendance strengthens students' punctuality, self-discipline, and personal responsibility. Therefore, the district has established a clear attendance system. This system will support students while also holding them accountable for regular attendance for all scheduled class periods, including adviser period.

To make our policies and procedures clear for all students and families, we have created an [Attendance Handbook](#). ***Please review this handbook with your student, as some of our attendance policies have changed.***

Some highlights:

- Parents should continue to use the [PowerSchool parent portal](#) to report absences. Detailed instructions are in the Attendance Handbook.
- Teachers will take attendance per 40-minute period. Thus, an absence for a full block will appear as two absences in PowerSchool.
- If a student misses more than two blocks or four half blocks (40-minute periods) in a school day, they cannot participate in extracurriculars that day (practice, rehearsal, competition, club activities). This includes excused absences. Coaches/sponsors and students will receive email notification if they cannot attend that day due to absences.
- Advisers will contact students and families with attendance patterns that trend toward 10% absent in any single class (10% is the state's definition of chronically absent).
- Students who fall below 90% attendance in any class will be reviewed by the Graduating Class Team and are subject to strategies and supportive measures that may include:
 - Calls and emails to the family and student
 - Attendance Success Plan
 - Required meetings with school staff
 - Restricted free periods and/or privileges
 - No field trips
 - Academic supports/program changes

Student Guidebook

In addition to the [Attendance Handbook](#), the [Student Guidebook](#) for 2023-2024 contains information about student services, school policies and procedures, and students' rights and responsibilities, along with other information. While the Guidebook is a useful reference, it does not include every District policy. Those policies, which may be added or changed during the year, can be found on our [Board of Education web page](#).

Kenilworth Avenue Closure Alert

Union Pacific will be closing the Kenilworth Avenue rail crossing for repairs from August 23 to September 1. This could impact our traffic patterns around the Winnetka Campus. As always, the

first few weeks of school can be difficult for traffic at our campuses, and we ask families to leave extra time for travel and to follow the directions of our crossing guards and police.

We look forward to working with you this year to help every student succeed. Thank you for your partnership.

Sincerely,

Denise Dubravec

Winnetka Campus Principal/Assistant Superintendent

Paul Waechtler

Northfield Campus Principal