

## FALL FORECAST

October 16, 2024

Brrrrrr! This week's temperatures are a clear indication that Fall has arrived. We are seven weeks into the school year and everyone is working hard, but we also have plans for some fun together. For this month's check-in, I have some updates and reminders to make sure we are all on the same page. Let's see what's in store for our fall together.

### ATTENDANCE REMINDERS

Every day, our students are engaged in learning, so regular attendance is important - for all classes. If your child is going to be late or absent, please make sure to inform our Attendance Officer, [@Amanda Carstens-Potts](#) and me. Please don't just email me without copying Amanda, as she is in charge of entering attendance into the system.

- For your convenience, you can use **School Pass** to keep us up to date on your child's attendance and arrivals to campus. To access School Pass, click [here](#) for a [School Pass info. flyer \(PDF\)](#). For help with School Pass please email [help@d-e.org](mailto:help@d-e.org) or call our D-E Technology Department at: 201-227-3177.
- If your child has first period free, they may come to school late but must be in time for their first class or obligation (advisory, meeting, assembly). As soon as they arrive to campus, however, they must sign in at the Attendance Office on the second floor of Leggett. **They have to sign in before going to their class**, so please make sure they are at school in time to sign in and not be late for class. I have also reminded students of this policy via email and in our Class Meeting this morning.
- If your child will be out of school, other than a last-minute situation, it is necessary for them to fill out a **Planned Absence Form**. Please note: *an absence can not be excused until the Planned Absence Form is completed*. Forms are available in the Upper School Office and must be signed by every teacher whose class will be missed, a parent, and the dean. **These forms are due a week**

**prior to the absence, and students are required to make arrangements to complete any assessments prior to their absence.** At the very least, concrete plans need to be made with the teacher agreeing to when the work will be made up upon their return. The Upper School Handbook is clear on this policy, as well as the number of days that students have to make up work missed during an absence and the potential consequences for not doing so. To review the absence policy, please refer to the handbook [here](#).

### ACADEMIC NOTES

We are now in week 7 of the school year, and the assessment calendar is starting to fill up. Students are starting to feel pressure as the frequency of assessments increases, and they can have up to two (2) major assessments each day (this does not include homework or quizzes). Please encourage your child to speak with their teachers whenever they have questions or concerns about a unit or assignment. We are all here to help. The Learning Center is another great resource that all students can use to help them get organized or just talk through a concept or assignment.

- Absences on testing/assessment days - It is important that students are present on days when they are being assessed. Teachers let the deans know when students are absent for assessments so we can follow up with them and ensure that arrangements are made to make up the assignment as soon as they return to school. **If a student is absent for the original assessment, teachers have been advised to make a new assessment for the make-up which is comparable in scope and difficulty.** This process ensures the integrity of the testing process and that every student has a chance to demonstrate their proficiency with the material.
- As assessments are graded, teachers will reach out to share feedback if a student has scored below a C on a major assignment. This is to keep parents in the loop about student performance in a class and to minimize surprises when comments come out next month. Please feel free to follow up with any of your child's teachers

if you have a concern. I am also here to answer any questions you may have.

### SPIRIT WEEK

Next week is Spirit Week here at D-E: a week full of fun activities, grade-level challenges, friendly competition, sporting events, and food, culminating in a Coffee House on Friday evening in Hulst House. The week's events are to help bring us together as a class and as a school, and to combine our efforts to raise funds for a worthy cause. Our class representatives held a meeting today to share information, organize, and get the class hyped, and we are READY! Just so that you know what to expect for the week, and so you are not confused when you see your child/children leaving the house each day in crazy dress, here are the themes for each dress-up day.

Monday, October 21 - Pajama Day

Tuesday, October 22 - Let's Glow Day

Wednesday, October 23 - Worldwide Wednesday

Thursday, October 24 - White Lies Day

Friday, October 25 - Spirit Day

### LOOKING AHEAD

10/31 - Halloween, Costume Contest

11/1 - NO School, Diwali

11/5 - Election Day

11/12 - Parent Forum, 7pm

11/14 - Half-day for students.

11/15 - No School, Comment Writing

11/27-29 - Thanksgiving Break

I'm looking forward to a great fall together. Stay warm!

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