



ATTENDANCE NOTICE FORM

Dear NM MESA Parent:

We are concerned about your son or daughter's attendance at NM MESA meetings. Our records show that his or her absences on the days listed below have not been excused. Please discuss these absences with your child and call me if you have any questions. Please ensure your son or daughter understands a written excuse is necessary for every absence listed.

Date(s) of missed meetings:

- 1.
- 2.
- 3.
- 4.
- 5.

REMINDER: If a High School student attends less than **18 MESA meetings, 12 tutorings, and one service learning**, he or she will forfeit any incentive award monies earned for this school year.

Thank you.

Sincerely,

NM MESA Advisor(s)/Date