

EASTPORT-SOUTH MANOR JR.-SR. HIGH SCHOOL

543 Moriches-Middle Island Road · Manorville, NY 11949 · (631) 801-3250 · Fax (631) 874-6787 · www.esmonline.org

JOSEPH A. STEIMEL
Superintendent of Schools



SAL ALAIMO., *Principal*
PETER CACCAVALE, *Assistant Principal*
DANIEL FRANCHESE, *Assistant Principal*
KARI VON VOIGT, *Assistant Principal*

September 29, 2025

Dear Students, Parents and/or Guardians,

We would like to take this opportunity to remind our students, families, and community of the importance of regular school attendance and punctuality. Being present and on time for all classes is essential for academic success, personal growth, and the development of lifelong responsibility. Every missed class results in a missed learning opportunity that cannot be replaced.

Our **Code of Conduct** outlines clear expectations regarding attendance. As part of our commitment to student success, the following policy will be enforced:

- **Three (3) unexcused absences** → Lunch Detention and parent contact.
- **Six (6) unexcused absences** → After-School Detention and parent contact.
- **Nine (9) unexcused absences** → Two After-School Detentions and a required meeting with the student's guidance counselor

These steps are in place to help students remain accountable, develop consistent habits, and ensure they are prepared for their future. We encourage all families to support their children in attending school daily and arriving on time. Working together, we can help every student reach their fullest potential.

If you have any questions about the attendance policy or need assistance, please do not hesitate to reach out to the main office or your child's guidance counselor.

Thank you for your continued support and partnership in fostering student success.

If you have any further questions or concerns, please contact Ms. Von Voigt at 631-801-3292.

Sincerely,

A handwritten signature in black ink, appearing to read "Kari Von Voigt". The signature is stylized with a large, sweeping "K" and "V".

Kari Von Voigt
Assistant Principal