



www.mbschool.org

# MONMOUTH BEACH SCHOOL

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Michael E. Ettore, Superintendent  
Joshua DeSantis, Assistant Principal  
Denise McCarthy, Business Administrator

September 5, 2018

Dear Parent/Guardian:

As part of the school attendance procedure, we are requesting that every time your child is absent, a note be submitted to the school stating the reason for the absence, date(s), and a signature. The notes will be kept on file for the school year. This documentation will serve as support for all your child's absences. The procedure of calling the school before 8:30 a.m. will remain in place as we need to your child accounted for as part of school requirements for the student.

Sincerely,

Michael E. Ettore  
Principal/Superintendent