



A Youth Philanthropy Program of  
Community Foundation of Northern Illinois

## Attendance Policy

Effective September 28, 2019

As a member of the In Youth We Trust (IYWT) Council, you will positively impact the Rockford community by addressing current issues, creating community awareness, and supporting youth-driven projects. For this program to be a success, the Community Foundation of Northern Illinois and the IYWT Council depend on your active and consistent participation.

**All IYWT Council members are expected to attend each required IYWT meeting/activity.**

The calendar is published on the IYWT website ([www.cfnil.org/iywt](http://www.cfnil.org/iywt)) prior to the start of the school year and distributed at the first meeting. It is your responsibility to manage your schedule and plan ahead for meetings. For example, if you know you'll miss multiple meetings in the fall for sports, it's imperative that you be able to attend all the meetings in the spring.

If you are unable to attend a required meeting/event for any reason you need to contact the IYWT Staff Liaison at least one week prior to request an excused absence, otherwise you will receive an unexcused absence. *Two unexcused absences or a combination of three absences (excused and unexcused) will result in release from the IYWT Council*, though you may appeal the decision to the IYWT Executive Committee.

**To request an excused absence, or if you have questions, contact:**

Ciara Stahly

Program Officer | IYWT Staff Liaison

W: (779) 210-8209 (M-F, 9:00 a.m. – 5:00 p.m.)

C: (815) 540-4831 (call or text – evenings and weekends)

E-mail: [cstahly@cfnil.org](mailto:cstahly@cfnil.org)



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