



new orleans regional leadership institute

NORLI ATTENDANCE POLICY

NORLI is a group learning experience that focuses not only on community issues, but also leadership and group process skill development. Having even one participant absent lessens the positive impact of each of these activities and hinders the productivity of the entire group. Furthermore, because NORLI is an intense, interactive program, a participant also lessens the quality of his or her personal experience by being absent. In the name of fairness and program effectiveness, NORLI is committed to enforcing this attendance policy and will do so even in the unfortunate event that valuable participants are asked to withdraw from the class.

Policy: It is the policy of NORLI that a participant may miss no more than the equivalence of two seminar days during the year (October-April). A participant cannot miss the mandatory days. Any considerations/exceptions outside of the rules must be submitted in writing and will be reviewed by board chair and planning chairs.

The following events are scheduled each year for participants.

1. Orientation
2. Opening Retreat (Overnight) - **Both days are mandatory.**
3. Monthly Seminars - October through April
4. Closing Retreat (Overnight) - **First full day is mandatory.**
5. Graduation

NORLI 2018-2019 Schedule of Sessions

<i>Opening Retreat</i>		<i>September 12-13, 2018</i>
Session #1	-	October 10, 2018
Session #2	-	November 14, 2018
Session #3	-	December 12, 2018
Session #4	-	January 16, 2019
Session #5	-	February 23, 2019
Session #6	-	March 20, 2019
Session #7	-	April 10, 2019
<i>Closing Retreat</i>	-	<i>May 8-9, 2019</i>
<i>Graduation</i>		Afternoon of May 9, 2019



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- **Mandatory Events** - Failure to attend mandatory portions of the class may result in the participant not being able to graduate from the program with encouragement to reapply at a future date when the participants schedule allows.
- **Remaining Sessions** - Monthly seminars are as important to the NORLI experiences the mandatory events. We realize, however, that emergencies do occur and have created the following policy for such instances:
 - In case of an emergency, participants must inform the Program Director of their situation before the monthly session. ***This is not permission for any participant to plan to take two "cuts" as NORLI is only fully productive when it is fully attended and logistics have been prepared in advance for the number of participants in a class.***
 - **Tardiness** - Being more than 2.5 hours late to, missing more than 2.5 hours during the day of, or leaving more than 2.5 hours early from, any seminar will constitute one half day of absence. This does not apply to mandatory parts Opening & Closing Retreats.
 - **Inclement Weather** - You will receive an e-mail from the NORLI Program Director on when NORLI sessions are cancelled.
- **Acceptance of the Attendance Policy** - Each participant will be asked to sign a copy of NORLI's Participation Agreement indicating that he/she understands this attendance policy and agrees to comply.