


Auto-generate, print, and mail home important attendance information with KiNVO™ Letters

- 1 Automate time-consuming processes to ensure the right data gets to the right families at the right time
- 2 Provide parents with at-a-glance insights into their child's attendance
- 3 Deliver to families clear, actionable information on how to reduce absenteeism

Forest High School and STEM Academy



To the Parent/Guardian of: Dima Adi
Address: 123 E. Main Street
Richardson, TX 75081

Forest High School has reviewed the attendance record of Dima Adi.

School attendance has a direct impact on academic achievement. In order to make the most of educational opportunities, students must have consistent, punctual daily attendance. Section 25.087 of the Texas Education Code requires us to notify the parent or guardian if a student has been absent from school for 10 or more days within a four-week period. Our records indicate that your child has the following absences without excuse:

1/23/2019
1/25/2019
1/28/2019

Students must be in the classroom when roll is taken to be counted present. If you believe your child was present at school, please call the school office.


To provide a reason for your child's absences, please write a note with an explanation for each day of absence and send it to the school office.

Parents, guardians, and school officials share a responsibility to make earnest and persistent efforts to address attendance problems. Parents or guardians are always welcome and are encouraged to call or visit the school for current attendance information concerning their students. Thank you for your attention to this matter.

Sincerely,
Adam Smith

(Principal's Signature)

Forest High School and STEM Academy







Dear Parent/Guardian of Dima, February 2, 2019

We care that Dima attends school everyday, and we would like to help Dima. Please review Dima's attendance for September 1 through February 1, 2019.

Dima's Attendance Status

Total days of school this year	Dima's # of days absent	Dima's % of days absent
60	2	0.03%

What does this mean?: Dima has great attendance.
A student is chronically absent when they miss 10% or more days of school.

% of school days missed this year

Poor AttendanceGreat Attendance

20% +
19.9-10%
9.9-5%
4.9-0%

Dima's Status

Please call Dima's school at 469-555-5555 so that we can provide any additional support. Forest High School will also send you a text message and an email.

Sincerely,

Adam Smith
Principal