



FENTON COMMUNITY HIGH SCHOOL

Rigor
Relevance
Relationships



District 100 • 1000 West Green Street • Bensenville, Illinois 60106 • www.fenton100.org • @FentonHS

Dear Fenton Families,

We're excited to share some great news about attendance! Our daily attendance rate has remained steady and strong at over 90%, which meets our schoolwide goal. It's clear that our families and students are Leveling Up! when it comes to attending every day, and we truly appreciate your partnership in making that happen.

To celebrate, students with "hot and spicy" attendance in September were treated to Takis at lunchtime earlier this month. Thank you for helping us keep the momentum going. Consistent attendance makes a big difference in learning and success!

To make reporting attendance even easier, we've streamlined our options for parents:

Attendance Line

If your student will be absent, late, or leaving early, please contact the **Fenton High School Attendance Line at (630) 860-4948**. This is now a voicemail system—simply leave a message with the following information:

- Student's first and last name
- Student ID number
- Reason for absence
- Date of absence

Our Attendance Office will update PowerSchool once your message is received. You can view your student's attendance record anytime through the **PowerSchool Parent Portal** or mobile app. If we need additional information, someone from our team will call you back.



ParentSquare

NEW! ParentSquare Absence Notifications

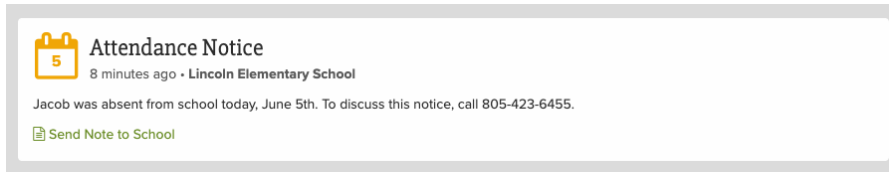
Starting **Monday, October 20**, parents will have an additional, fast, and easy way to clear absences directly through **ParentSquare**.

Here's how it works:

- If your student is marked unexcused for at least one period, you'll receive a **ParentSquare alert at 9:30 AM**.
- In the **text message or email**, click the provided link to explain your student's absence.
- You can also review attendance notices in the **ParentSquare app** by selecting **Alerts**, then clicking **Send Note to School**.

[Lincoln School] James was absent from school today, March 24th. Call [777-999-0000](tel:777-999-0000) to discuss this notice or click https://psqr.io/8Oe_UeJzFP to send a note to explain the absence.

[Lincoln School] James estuvo ausente de la escuela hoy, 24 de marzo. Llame al [777-999-0000](tel:777-999-0000) para discutir esta notificación o haga clic https://psqr.io/A4S3_uYJX0 para enviar una nota para explicar la ausencia.



- Once you enter the reason for the absence and click **Submit**, your message will go straight to our Attendance Office for review.

We're excited to offer this new feature to make communication quicker and more convenient for families. Thank you for continuing to support your student's success by helping them level up their attendance!

Finally, if you want to adjust any of your notifications in PowerSchool to ensure you are as up-to-date on your student's attendance as possible, I've included directions at the end of this message.

Thank you for your continuing partnership,

Associate Superintendent and Principal



Additional PowerSchool Notification Directions:

Email Notification Setup - PowerSchool Parent Portal Website

1. Log in to your PowerSchool Parent Portal account.
2. Select **Email Notification** on the left navigation menu.
3. Check the boxes next to the type of notifications you would like to receive.
4. Include any additional email addresses that should receive the notifications.
5. Select a frequency for the notifications, then click the **Submit** button.

Push Notification Setup - PowerSchool Mobile App

1. Log in to your PowerSchool Parent Portal account.
2. Select the **More** option, then choose **Notifications**.
3. Under **Push Notifications**, turn on notifications for Attendance, Grade Change, or both, to receive app notifications when your student's attendance or grades are updated. Select your student's name to update your **Email Notifications**.
4. Turn on the push notifications you want to receive and how often.