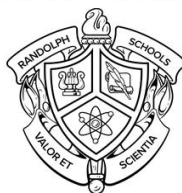


**Randolph High School**  
511 Millbrook Avenue  
Randolph, New Jersey 07869  
Ph: 973 361-2400  
Fx: 973 361-1661  
www.rtnj.org



**Principal**  
Jessica Caruso Baxter  
**Vice Principals**  
Michael Sorge  
Matthew Agrati  
**Dean of Students**  
Lindsay Reilly

## Genesis Attendance Notes

### RHS Parent/Guardian Directions

If your child is going to be absent or tardy from school, please follow the directions below in order to notify the Attendance Office of his/her absence. This process is NOT to be used for early dismissal; please contact the attendance office through phone, [email](mailto:email), or paper note if your child will be dismissed early. It needs to be noted that in order for the absence to be considered excused per Policy/Regulation 5200, appropriate documentation with a parent signature and a specific date(s) MUST still be submitted to the Attendance Office on the day that the student returns to school.

1. Log into your parent Genesis account (<https://parents.rtnj.org>)
2. Click on the "Student Data" tab then the "Summary" tab at the top
3. Click "Notify Attendance Office"

**Genesis Parent Resources**

MESSAGE CENTER STUDENT DATA CONTACTS SETTINGS LOG OUT

Summary Assessments Attendance Grading Discipline Fees And Fines Gradebook Scheduling Documents Forms Course Pages Conferences

Summary SELECT STUDENT: DeVore, Dez LaSHAY

Friday, 3/25/2016 10:15AM

**Dez DeVore** GRADE: 11  
GENESIS HIGH SCHOOL | STUDENT ID: 1012212 | STATE ID: 123436789

| PER | COURSE         | SEM | DAYS  | ROOM  | TEACHER           | LIST | BLOCK |
|-----|----------------|-----|-------|-------|-------------------|------|-------|
| 1   | US HISTORY 2   | FY  | MTWRF | D233  | Barry, Jack       |      |       |
| 2   | ENGLISH 3 B/T  | FY  | MTWRF | D201  | Arroyo, Rudy      |      |       |
| 3A  | HSPA PREP 11   | FY  | MTWRF | D232  | Aude, Rich        |      |       |
| 3A  | Music Theory 2 | FY  | MTWRF | F134  | Ciano, Greg       |      |       |
| 4-5 | COMMER FOODS 1 | FY  | MTWRF | E131  | Barrett, Red      |      |       |
| 7-8 | ESSEN OF GEOM  | FY  | MTWRF | D262  | Alomar Sr., Sandy |      |       |
| 9   | CHEMISTRY GEN  | FY  | MTWRF | C105  | Aybar, Manuel     |      |       |
| 10  | CHEMISTRY GEN  | FY  | W     | C155  | Aybar, Manuel     |      |       |
| 10  | PE 3/SCI       | FY  | MTRF  | GYM-A | Adkinson, Bill    |      |       |

Homeroom: D233 Barry, Jack  
Counselor: Smith, John  
Age: 25  
Birthdate: 05/12/1991  
Locating in NJ after graduation: Change  
Athletic Form Signed: Toggle  
Retained in Grade: Toggle

**THIS WEEK** M T W T F R F  
ATTENDANCE - - - - -  
ASSIGNMENTS 0 0 0 0 0 0

**Notify Attendance Office**

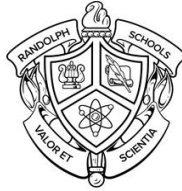
Daily Pickup Release Delete  
BUS WEEK / DAY 4 FRIDAY  
ROUTE TIME BUS # PICK UP / DROP OFF  
AM  
PM

View Special Ed Documents

# RAMS

RESPECT + ATTITUDE + MATURITY = SUCCESS

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Lindsay Reilly

#### 4. Input the date(s) and reason for the absence or tardy.

**Attendance** SELECT STUDENT: DeVore, Dez LaSHAY

DAILY ATTENDANCE CLASS ATTENDANCE NOTIFY ATTENDANCE OFFICE

**Notify Attendance Office**  
*You may only notify attendance office of absences and tardies for today and for future dates.*

Student will be: Absent ▾  
On Date: 04/28/2016  
Up through and including (may leave blank):  
Check off each student for whom this pertains:  
☒ Ed Daily  
☒ Hugh Daily  
☐ Bruce Bochy  
☐ Dez DeVore  
☐ Bradley Daily  
Please leave a brief reason for tardy/absence below:  
Ed and Hugh will be accompanying their mother to her office for "Take your child to work" day.  
Submit to Office

#### 5. After you submit the absence, you will see a screen like the one below.

| Submitted Notifications |         |            |                                                                                                |                            |   |
|-------------------------|---------|------------|------------------------------------------------------------------------------------------------|----------------------------|---|
| FOR DATE                | TYPE    | STUDENT    | REASON                                                                                         | SUBMITTED                  |   |
| 04/28/2016              | Absence | Ed Daily   | Ed and Hugh will be accompanying their mother to her office for "Take your child to work" day. | 03/25/2016 by Genesis Demo | ✗ |
| 04/28/2016              | Absence | Hugh Daily | Ed and Hugh will be accompanying their mother to her office for "Take your child to work" day. | 03/25/2016 by Genesis Demo | ✗ |

#### 6. If you need to cancel the absence or tardy, it is possible to do so by clicking on the red X if it has not already been recorded as an absence by one of our attendance secretaries. If that is the case, please call one of the Attendance secretaries at 973-361-2400 ext. 6507 or 6508.

#### 7. Questions?

- [hs-attendance@rtnj.org](mailto:hs-attendance@rtnj.org)- Attendance email address
- Mrs. Donna Schaab ext. 6508, [dschaab@rtnj.org](mailto:dschaab@rtnj.org) - Attendance secretary