

Oxbow Unified Union School District

Bradford Elementary 802-222-4077
143 Fairground Road, Bradford VT 05033

Newbury Elementary 802-866-5621
214 Pulaski Street, Newbury VT 05051

Oxbow High School 802-222-5214
36 Oxbow Drive, Bradford VT 05033

River Bend Career & Tech Center 802-222-5212
36 Oxbow Drive, Bradford VT 05033

April 10, 2020

Dear Parents and Caregivers:

We have just received guidance that the VT AOE has directed schools to begin tracking attendance for the rest of the year, starting Monday, April 13. Attendance is defined as "Students who make some form of contact with their classroom teacher or other instructional staff in a day should be counted as present for that day."

It is important that we track attendance for a few reasons: to make sure that students are engaging in learning to the best of their abilities, to ensure that we are keeping regular contact with students and families, and to make sure enough students are in attendance that a day can officially count as a school day, to avoid having to make up additional school days at the end of the year.

Our goal is to track attendance in a way that provides families the utmost flexibility, acknowledging that students may be engaging with school work at times outside the regular school day, while at the same time meeting our accountability mandates and our responsibility to provide an education for our students. Here is the BES COVID-19 Attendance Procedure, which will be implemented beginning Monday, April 13.

BES COVID-19 Attendance Procedure

For attendance purposes, the expectation is that all students will be participating in their class work in some way every day. Students will be counted as present in any of the following ways (from 12:00am to 11:59pm)

- Participating in a live class video conference
- Submitting work by email (can include parents taking a picture of work and emailing it to the teacher) or Google Classroom
- Connecting with one of your teachers, paras, or front office staff by email or phone
- Posting or commenting on a discussion board
- Logging time on a classroom platform that have the capacity for teachers to track activity (your child's teacher will let you know if this is an option)

Information from the VT AOE continues to evolve, and we may need to make changes to this procedure as directed. BES will continue to evaluate all guidance from OESU, and provide updates as needed.

Please let me know if you have any questions, and stay healthy!

Respectfully,



Kate K. Paxton, Ph.D.
Principal