

JFK Weekly Newsletter

Friday, January 6, 2023 Sara Raabe, JFK Principal

Attendance

Daily attendance is vital for all students to ensure academic success. School hours are 8 am - 3 pm. Students are considered tardy after 8:05 am.

All classes end at 3:00 p.m. Students staying at school after 3:00 p.m. are no longer under the supervision of JFK staff unless they are here for a specific, supervised activity. If a parent/guardian cannot pick up their student at a reasonable time after school, they must make alternative arrangements to have their student picked up. Families that pick up their students late on a regular basis will be asked to come in and meet with the principal and/or guidance counselor to make a plan to ensure students are picked up on time each day.

Closings, Unplanned

On days when the school must be closed or the normal schedule altered because of emergency situations, there will be an announcement using our mass messaging system. Please make sure your contact information is kept current by updating your information in PowerSchool.

Early Dismissal

Early dismissals should be limited to court appearances, religious obligations, funerals, and/or medical appointments that cannot be scheduled after 3:00 p.m. If a student needs to be dismissed before the end of the school day, the parent/guardian must write a note or call the attendance office at (802) - 383 - 6183.

Absence from School

When a student is going to be tardy or absent from school for all or any part of the day, the parent/guardian must call the attendance office at (802) - 383 - 6183 to report the absence. This responsibility rests with the parent/guardian. This call will ensure the safety of students and accuracy in tracking attendance.

Excused Absences

An absence is considered excusable when it is the result of

- Student illness (after three consecutive days, we require a doctor's note. If no note is provided all the absences for those consecutive days become unexcused);

- Observance of recognized religious holidays when the observance is required during the regular school day;
- Emergency family situations such as a death in the family;
- Absences due to suspension or expulsion;
- Planned absences for personal and educational purposes which have been approved by the administration.

Medical and dental appointments or court appearances are also excused absences, however, will require documentation to be obtained from the medical care provider or the court. Documentation will be required to be submitted in writing within (5) school days of the absence; otherwise, it will remain unexcused.

Planned Absences of more than two days need to be arranged through the office at least five days in advance of the absence and approved by the administration.

Monitoring of Unexcused Absences

The following actions will take place based on a student's total unexcused absences:

5-days total: Letter will be sent home to parents/guardians;

10-days total: Letter will be sent home to parents/guardians; Phone contact may be made by a school official or designee with the parent/guardians/guardians;

15 days total: A letter will be sent home to parents/guardians; the Building administrator or designee may require the parent/guardians/guardians to attend a school conference. If the parent/guardian refuses to attend the conference, the case may be turned over to the school resource officer (SRO);

20 or more days total: A letter will be sent home to parents/guardians; After 20 cumulative days of missed school in some capacity during the school year, the school will turn the case over to the District Attorney for further investigation. Truancy charges may be brought forward.

Calendar

January 19, 2023

12:15 Early Dismissal

February 23, 2023

11 am Early Dismissal


February 24, 2021



11 am Early Dismissal



JFK Elementary

 Facebook  @WinooskiLearns

 60 Normand Street, Winooski, ...  sraabe@wsdvt.org

 802-655-0411  wsdvt.org

