

VICTORY ELEMENTARY SCHOOL

1838 W. Rose St.
Stockton, CA 95203
(209) 933-7310

Jenny Silvestri, Principal
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THE VICTORY HANDBOOK



MOTTO

“Every Student, Every Day, Whatever it Takes!”

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Principal's Message

We welcome you and your child to Victory Elementary School. We believe Victory offers an outstanding educational program for all students. Our staff works hard to create an atmosphere where academics are rigorous and the learning environment is caring, supportive and positive. We believe that all of us, the school and home, must work together to ensure the success of our students.

We would like to encourage your active participation in the education of your child both at home and at school. Whether you are a classroom volunteer or a member of a school committee, your participation is important. School research clearly demonstrates that parent participation in their child's school coincides with a greater likelihood of school success for their child.

This handbook contains information about Victory Elementary School that we hope you will find useful, helpful and informative. Please read it with your child and save it for a handy reference.

Thank you for entrusting us with your children's education. Together we can make it a meaningful and rewarding experience.

Sincerely,

Jenny Silvestri
Victory Principal

Victory's School Vision

At Victory we will create a welcoming, caring and safe environment that motivates and inspires our students to meet their full academic and personal goals. Our staff is dedicated to teaching rigorous standards using collaboration, creativity and technology. We respect the needs and opinions of all community members. Through these relationships, along with persistence and dedication, we will prepare our students to be college and career ready.

Victory's Mission Statement

At Victory, all students will learn and reach their maximum potential in a safe and caring environment. We provide a solid foundation of knowledge, values and skills to ensure students will become successful, productive members in an ever-changing world.

School Hours

Office Hours: 8:00 a.m. – 4:00 p.m.

Monday, Tuesday, Wednesday, Friday

Start Time: 9:10 a.m. School Dismissal: 3:25 p.m.

Thursday

Starting Time: 9:10 School Dismissal: 2:10 p.m.

Students are considered tardy if they are not at the gate by 9:10 a.m.

Students will be permitted on school grounds at 8:40 a.m. Please do not drop off your child any earlier since there is no supervision until 8:40 a.m. They must be picked up within 15 minutes after dismissal at the end of the school day. A continuous failure to comply will result in the school notifying Child, Welfare and Attendance and/or Child Protective Services. Victory offers a free after-school program until 6 P.M. To sign up use the QR code that will be posted in the front office. Enrollment is limited. First come, first served.

Breakfast is served from 8:40 a.m. to 9:05 a.m. After breakfast students are expected to line up for class and be on time.

Check SUSD website <http://www.schoolnutritionandfitness.com/> menus

Lunch times:

Kindergarten	12:25-1:05 pm
1 st - 3 rd	11:20-11:55 am
4 th - 6 th Grade	12:05-12:40 pm
7 th & 8 th Grade	12:47-1:22 pm

Telephone Directory

Main Office.....933-7130

Attendance.....933-7130 x7601

2024-2025 School Calendar

(Reference SUSD website)

2024

Aug. 1 First Day of School
 Sept. 2 Labor Day
 Sept. 19-20 No School
 Oct. 7-11 Fall Break
 Nov. 1 No School
 Nov. 11 Veteran's Day
 Nov. 25-29 Thanksgiving Break
 Dec.23-Jan. 3 Winter Break

2025

January 20 M.L.K Day
 January 24 No School
 February 10 Lincoln's Birthday
 February 17 President's Day
 March 17-21 Spring Break
 April 18 No School
 May 26 Holiday
 May 29 Last Day of School

Campus Visitors

Parents are welcome to visit the school. During class time, however, the teacher is not available for a conference. If you would like a conference with your child's teacher, please call the school office to arrange for an appointment. Classroom visitations must be pre-arranged with the teacher and/or principal.

- All visitors must sign in and sign out at the front office where they will be issued a visitor's pass.
- Students will only be released during school hours to a parent/guardian or another adult listed on the emergency card. Students must be signed out through the front office. The parent/guardian/adult must wait in the front office for the student. If you are picking up students at the end of the day and have a Doctor's appointment, please sign the student out before 3:10 p.m. (1:55 p.m. Thursday). We recommend you schedule your appointments after school, if possible. Students must receive their full instructional minutes for the day.
- Kindergarten and 1st Grade students are picked up daily by an adult (SUSD policy) at the kindergarten gate at the end of the day, siblings younger than 18 are not allowed to sign out these students.

Campus Volunteers and Field Trip Chaperones

State law mandates that all school volunteers must be fingerprinted and cleared prior to volunteering at a school site including participation in class field trips. It will take 10-20 days for fingerprints to clear. Once fingerprint clearance is received or rejected, the SUSD Department of Public Safety.

Requirements:

All individuals who volunteer for any period of time at school must be fingerprinted and have a current TB test. Volunteers can log on to the "beamentor.org" website to begin the process. The clearance must be received by the principal prior to any volunteer contact with students.

Where: SUSD Department of Public Safety Building
640 N. San Joaquin Street (Corner of San Joaquin and Park)
(209) 933-7085 ext. 2464

When: Monday through Friday (excluding holidays)
8:30 A.M. – 12:00 P.M. and 12:30 P.M. – 4:00 P.M.

All applicants must show a California Driver's License or California ID card or federal photo ID.

Attendance

The school must be notified of any absence on the day of the absence by calling 933-7310, or a written note must be sent upon the students' return to school. The note must state the student's full name, date of absence, and reason for the absence. You may also use our online absence reporting form located on the Victory Website.

Permanent Withdrawal From School

Parents must call the main office to notify the school that they are going to permanently withdraw their child from school. Parents must let the school know the school/district where the student will be transferring to.

Truant Pupils

The following students are considered truant and shall be reported to the attendance supervisor: any pupil subject to compulsory full-time education who is absent from school without a valid excuse three full days in a school year; any pupil who is tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year; or any combination thereof. Students who are tardy must report to the office to obtain a tardy slip.

Truancy letters will be issued at different stages of unexcused absences and/or tardies.

Truancy Letter 1

3 unexcused absences or reasons
18 periods of unexcused absences/tardies

Truancy Letter 2

6 unexcused absences or reasons
36 periods of unexcused absences/tardies

Parents may only excuse their child for three (3) consecutive absences. After 3 days of excused absences a doctor's note is required. Please excuse your child's absence as soon as possible. We appreciate your assistance, but most of all; your child must be in school to learn and be successful in school.

Emergency Cards

REMINDER TO KEEP CURRENT- - It is very important that you notify the office to update your child's emergency card with any changes during the year such as new home phone numbers, work numbers, new addresses, and any change in relative's telephone numbers that we may need to contact. The information is vital to your child's safety. Your child will

only be released to parents or adult individuals listed on the emergency card. They must be 18 years of age and show I.D.

District Medication Policy

No medication shall be administered by school personnel to students unless a "Prescribed Medications Dispensed in School" form is completed by the doctor. Forms are on file at the school office. All medication must be in the prescription container with the student's name on it. Keep in mind that your physician needs to complete a form for each medication prescribed. Forms are available in the front office. **No over-the-counter medication may be taken by students unless it is administered by a parent.**

Homework Policy

Homework is an integral part of Victory's academic program. It is given so students can practice what they have been taught in the classroom. Teachers use homework to assess a student's understanding of concepts being taught and for planning instruction. Therefore, we ask that parents provide their child a quiet place to do homework on a daily basis. Homework should be checked by the parent and returned to school as assigned by their teacher. Homework is assigned Monday through Friday.

Homework - Length of Time Per Day

Reading 30 minutes (minimum) is recommended for all students daily.

Kindergarten:

15 to 30 minutes (based on teacher judgment).

Primary Grades (1-3):

30 to 45 minutes

Intermediate Grades (4-6):

45 min. to 1 ½ hours

Middle School Grades (7 -8):

1 to 1 ½ hours

Stockton Unified/Victory School Dress Code

Students shall dress in a manner which does not endanger the safety of them nor disrupts learning. School dress codes shall be reviewed with teachers, pupils, and parent/guardians, rules established with regard to pupil dress and grooming, which are consistent with district policy and regulations.

Shoes that provide foot protection and allow safe participation in all school activities must be worn at all times. Shoes must be closed toe. NO sandals. We highly recommend every student wear tennis shoes.

Clothing, grooming, accessories and jewelry shall be free of writing, pictures, symbols, or other insignia-which are crude, vulgar, profane, obscene, libelous, slanderous, or sexually suggestive. Clothing that degrades any cultural, religious or ethnic values; or which advocates racial, ethnic, or religious prejudice or discrimination; or which promotes sex, the use of tobacco, drugs, or alcohol or any unlawful acts are prohibited.

Clothing shall be sufficient to conceal undergarments at all times. See-through or fishnet fabrics, halter tops, off the shoulder, or low cut tops, bare midriffs and skirts or shorts shorter than mid-thigh (at fingertip level) are prohibited. Tops must have a strap of at least 3 inches.

No clothing or items with the color red (except maroon) or royal blue are allowed on campus. For example, no red or royal blue solid shoelaces, sweatshirts, or backpacks.

Pants or shorts should be sized to fit the waist in order not to sag. Sagging pants are those that do not fit at the waistline. Pajama pants are not allowed. Holes in jeans should not be any higher than the knee.

Any clothing, apparel or attire which could be used as a weapon, or could be damaging to school property, including but not limited to steel-toed boots, chains, items with spikes or studs, are prohibited.

Hats, hoodies, and beanie caps may be worn outside, but are not allowed in the classroom. No red or blue, no pictures or graphics.

Students will be asked to remove the item in question or call home for a change of clothes. Continued failure to comply with school dress code policy may result in lunch detention, after school detention, or loss of privileges. If you have any questions about a specific item of clothing, please ask a school administrator. We request your cooperation in ensuring your child is in proper attire on a daily basis.

Arrival and Dismissal Expectations

- Positive Attitude
Model Rules
Use kind words and actions
- Respectful
Follow staff directions
Use kind words and actions
Use quiet voices
- Obey the rules
Walking only
Wait patiently in your arrival and dismissal spot
- Work toward your goals
Go directly to your assigned area
- Lead the pack
Help others

The front of the school is not a waiting area or a child care area; please do not allow your child to wait out front. There is NO supervision before & after school in this area and we cannot control who is walking or driving by on public streets.

Students Who Are Dropped Off and Picked Up By Parents

Students can be dropped off at 8:40 a.m. and must be picked up by 3:25 p.m. Drop off and pick up is at the gate in the parking lot. Parents **cannot** park in the school bus zone and fire lane in front of the school. We need every parent's support to keep our students safe! Parents are to park in front of the school to safely let off or load their child. **No Double Parking!**

Students Who Walk Home

1. Students need to make prior arrangements with their parents before they leave for school if they do not plan to go directly home after school. They will not be allowed to use the office phones unless it is an emergency.
2. Students will not be allowed to stay and socialize with their friends. Students 2nd through 8th will be dismissed at the parking lot gate. Kindergarten and 1st grade will be dismissed at the kindergarten gate.
3. Students and parents walking home need to use the crosswalks safely. Do not jaywalk! Jaywalkers risk their lives and the lives of others because a car could swerve to avoid them and hit another student.

After School Program Procedures

If the student is registered in the after school program he/she must walk quietly to the cafeteria. After school staff will greet them as they enter. If there are any questions or concerns about the program, please contact Ms. Maria Zamora (Step-Up After school Coordinator) or Mrs. Mary Rogers (Program Step-Up Coordinator) at 933-7250.

Student Office Phone Use

Students are not allowed to use the phones in any of the offices unless it is an extreme emergency. Students need to make prior arrangements with their parents before they leave for school if they do not plan to go directly home after school.

Traveling from the Classroom to the Bus

1. Assigned bus duty teachers will monitor students' behavior while the students are waiting to board the bus.
2. Students will wait quietly in line to board the bus.
3. Students need to make prior arrangements with their parents if they are going to a friend's home. They will not be allowed to use the office phones unless it is an emergency.

Bus Rules and Conduct

Riding the school bus to and from school is a privilege. Students who ride the bus are expected to:

Show a Positive attitude

- Students must remain seated until the bus arrives at the stop and the bus door opens.

Respectful

- Show good manners at the bus stop. This behavior includes staying near the bus stop area. Bus stops are a part of school jurisdiction and all school rules apply.
- Students must not destroy property.
- Students must not fight, push or trip.
- Students must not eat, drink, or litter on the bus.
- Students must not use unacceptable language.

Obey the rules

- Students must obey the bus driver.
- Students must follow safety procedures.

Work towards goals

- Be on time at the bus stop

Lead the pack

The Transportation Department has established a system to deal with misbehavior on the school bus. This system provides the bus driver with several options to deal with unacceptable behavior. The bus driver may:

1. Choose to correct students with a verbal warning or directive.
1. Issue an "A", "B", or "C" Conduct Report which is addressed to the Principal and copies to the Transportation Department and child/parent.

In all cases, the Principal, in coordination with the Transportation Director shall have the final authority to determine the extent of the consequences.

For safety, Kindergarten students must be met at the bus by an adult.

Behavior Standards

Courtesy, Respect and Common Sense are the basis of positive behavior at Victory School. It is our goal to provide a quality education in a safe student environment. In an effort to reduce negative, confrontational situations, the following behaviors will not be tolerated from anyone:

- Yelling
- Physical Abuse
- Profanity or vulgarity
- Threats or intimidation

We strive to create a positive learning environment where all members feel safe, secure and respected. Administrators and teachers make every effort to correct students in a fair and respectful manner. Consequences are administered according to the SUSD Student Conduct Code handbook and California Education Code. Please call the office to schedule an appointment with an administrator should you disagree with a consequence after speaking to the teacher. It is an opportunity for parents to model appropriate behavior when looking for a resolution.

Citizenship

It is one of the school's duties to assist parents in helping students develop positive attitudes and behaviors. This duty means preparing students for adult citizenship as well as preparing them for jobs and higher education. For this reason, it is as important for the school to teach and evaluate citizenship as it is to teach and evaluate academic work. The following criteria are used in determining a student's citizenship.

Positive Attitude

Respectful and Thoughtful

Obey the Rules: Be Safe and Responsible

Desirable behavior requires commitment from everyone. Students, parents, and teachers work together to ensure that appropriate behavior is modeled at all times. The following rules are maintained to develop self-control and responsibility in our students.

School Rules

1. Obey all school, classroom, and school/district rules.
2. Respect the authority of all staff on the Victory Campus.
3. Respect yourself and the rights of others.
4. Be in class on time and be prepared to learn.
5. Keep your hands and feet to yourself.
6. Use language that is free of vulgarity, racism, ethnic slurs and put downs.
7. Students are not to bring any valuables, P.E. equipment, or weapons (or look-a-like weapons) to school.
8. Students are not allowed in the hallways unless they have a timed, dated, and signed hall pass.
9. Students are to walk quietly and in an orderly manner when in the hallways.
10. **NO** gum allowed.

Each classroom establishes its own rules in accordance with the following ten school rules. Classroom rules, along with the school rules, are posted in an obvious place that is easy to see and easy to read. When infractions are committed students will be asked three questions that should guide their decision making. They are:

Is it responsible? Is it respectful? Is it safe?

Student Cell Phone Use

We are aware that some parents provide their child a cell phone for added safety as they walk to and from school. We support the parents' decision in this matter. Students are not permitted to use their cell phone while on campus to contact parents or text their friends. We also ask that you do not call your child on their cell phone. They are allowed to use the office phone to make important or emergency calls home, and you are welcome to call the office to reach your child if there is an emergency. Therefore, our policy is: **If we see it or hear it, we take it.** The cell phone will be returned to the student when confiscated for the **first** time, to the parent at the end of the day the **second** time, a parent conference with administration to create a plan the **third** time, and will need to check it in or leave it at home the **fourth** time.

Cafeteria Procedures

- Students are to wait quietly in line at the outside door until told to enter the cafeteria. Teachers are to walk students to the door of the cafeteria.
- Students are to enter quietly and are to stay in line without playing around.
- Pick up their milk, tray, etc. No pushing ahead of other students.
- Stop at the salad bar area. They may take what they plan to eat. If others are at the salad bar they are to wait in a line PATIENTLY. They may not return to the salad bar.
- WALK to your ASSIGNED table and sit down with their feet under the table and on their bottoms.
- Stay seated until dismissed by a cafeteria supervisor. If they need something or to get up they must raise their hand and ask permission. Once seated they are to stay in that spot.
- Quiet talking to neighbors only. No yelling across to others.
- Anyone throwing food will receive lunch detention.
- When everyone at the table is finished the cafeteria supervisor will dismiss the entire group to throw away their trash and walk out the far door to the playground.
- Food choices are final. No exchanges. No trading/sharing food with other children.

Walking to and From the Playground Expectations

- Be Safe
Keep hands, feet, and objects to yourself
Walk on the right side of the hallway
- Be Responsible
Follow staff directions
Walk and line up when whistle blows
- Be Respectful
Use problem solving skills
Be cooperative
Include everyone

Proper Use of Playground Equipment

BARS: No sitting on the bars. No playing chicken, tag, wrestling or war permitted. Hands must be on the bars at all times.

SLIDE: One person at a time. Sliding down with feet extended. After sliding, move away from the bottom of the slide immediately. Sliding down head first is not permitted.

BENCHES: Benches are for sitting only. Standing/kneeling is not permitted.

Playground Rules

1. Students are not to play restricted games, such as, End Zone, Prison Ball, Tag, or play in restricted areas.
2. Fighting, play fighting, tackle games, or contact activities are not permitted.
3. Objects, other than rubber balls, are not to be thrown at any time.
4. All food and drinks must be consumed in the cafeteria.
5. Students are responsible for getting assistance from the playground supervisors and/or administrators.
6. Students must be within sight of the playground supervisors.
7. Use the equipment on the playground as it was intended. Gymnastic tricks or routines are not permitted.

8. No running in the bark box. Tag is permitted in the grassy area only.
9. You must have a pass or written permission to leave the assigned playground area.
A hall pass is required to enter the building during recess.

Assembly Expectations

1. Be Safe
Keep hands, feet, and objects to yourself
Walk calmly and quietly
2. Be Responsible
Enter and leave quietly when teacher, administrator, or other staff directs
3. Be Respectful
Give attention to the speaker or performance
Sit on floor, chair, or designated area
Show appropriate appreciation

Bathroom Rules

1. Enter the bathrooms by walking into the area quietly, opening and closing doors for yourself, and using your voice only when necessary.
2. Use the bathroom for natural purposes and to wash your hands.
3. Throw only a minimum amount of toilet paper into the toilet and flush.
4. Use a minimal amount of paper towels to dry hands and place the used towels in the garbage can.
5. Keep your feet on the floor and your hands to yourself.
6. Leave the bathroom immediately when finished. (Visit with friends outside of the bathroom area.)
7. Vandalism is not allowed.

When using the bathroom during class time, students are to do the following:

1. Obtain a pass for the bathroom from the teacher.
2. Go with another student that has been appointed by the teacher (Grades K – 3).
3. Follow the bathroom rules and return quickly to the classroom. (Teachers may set time limits for students.)

Note: Students lose instructional time for bathroom use and can be held responsible for any information or class time that is missed. This is left up to the classroom teacher and makes using the bathroom during recess and lunch times extremely important.

Excessive bathroom requests from a student will indicate a need for a parent conference due to possible medical/emotional needs the teacher, school and parent may not be aware of.

Student Discipline

Victory School has expectations of student behavior that match our high expectations for academic success. The classroom teacher's expectations and management plan are critical in both areas. Teachers will strive to ensure that classrooms are safe and productive and will consistently emphasize to students the importance of being responsible, engaged, and motivated. Consequences for unacceptable behavior start with the least stringent consequence, but will progress to loss of privileges, suspensions, or a possible expulsion. The most important part of any discipline program is frequent parent/guardian contact. Teachers will notify parents once students display inappropriate behavior. A progressive discipline program includes telephone contacts, parent/guardian conferences, and proper referral to site administrators, school counselors and Student Study Team meetings. The discipline referral form is used to report misbehavior to parents since a phone call may not be made immediately. Signing and returning them to the school promptly notifies us that you are aware of the infraction.

Discipline Referral Guidelines

Purpose of the Discipline Referral Form: To report misbehavior to parents and to document each behavioral incident. These are the steps teachers follow after giving the student a warning.

Procedure:

1. Review classroom rules.
2. Provide consequences. (loss of recess, time out 10-15 minutes, loss of classroom activity, write classroom rules, time out in a Teacher Buddy's classroom, etc.)
3. A subsequent incident will result in following the above steps, providing additional consequences, and contacting parents by phone to discuss the student's behavior.
 - a. Complete and send the discipline referral form home with student for parent signature.
 - b. Referral to PBIS team. The Positive Behavior Intervention Team meets with students to create an intervention plan.
4. Continual incidents will result in following the above steps, providing a consequence and scheduling a parent/teacher conference.

Description of Minor Offenses

- Using profanity and/or vulgar language
- Not doing work or not participating
- Improper line behavior
- Eating outside the cafeteria
- Improper cafeteria behavior
- Playing, drinking or using the bathroom after the bell
- Inappropriate dress including sagging or wearing red
- Chewing gum
- Disrupting learning and/or instruction
- Improper bathroom behavior
- Throwing objects
- Unsafe play
- Playing in restricted areas and/or restricted games
- Being on campus without staff supervision
- Being in the hallways without a pass
- Bringing toys/electronic devices to school (cell phones, CD players, etc.)
- Teasing
- Name calling

Consequences

Many of these offenses will be addressed during class to include appropriate consequences.

1. Warn the student.
2. Provide consequences such as: time out, loss of recess, detention, loss of privilege, loss of field trip, etc.
3. Issue a Discipline Referral form as per guidelines.
4. Phone call and/or parent conference.
5. Student is sent to the office for administrative intervention.

Students may be assigned lunch or after school detention for infractions to school rules.

A student may lose the privilege of participating in school activities, such as, field trips, class parties and end of the year activities if misbehavior is continuous throughout the school year.

If a student has hurt someone or the offense is serious in nature, they will be sent to the office immediately with a Discipline Referral form.

Description of Major Offenses

- Extortion
- Battery
- Fighting
- Causing physical injury
- Vandalism, such as clogging toilets, graffiti
- Threatening students/Bullying
- Threatening staff members
- Agitation/provoking others to fight
- Interfering with persons who are breaking up a fight
- Possession of a firearm, knife, or other dangerous type of weapon. This includes fireworks, firecrackers, lasers and look alike guns
- Possession of alcoholic beverages, tobacco or a controlled substance
- Theft
- Trespassing
- Misbehavior on a school bus

- Sexual harassment
- Committing or attempting to commit sexual assault or battery
- Harassing, threatening, or intimidating a pupil who is a witness in a school disciplinary action
- Pulling the fire alarm
- Forgery
- Cheating on tests

Consequences

Consequences shall be administered as defined in the Stockton Unified School District Student Conduct Code Book. These consequences can include suspension for any of the above offenses.

Students may be assigned to lunch or after school detention for infractions to school rules.

A student may lose the privilege of participating in school activities, such as, field trips, class parties/ dances and end of the year activities if misbehavior is continuous throughout the school year.

Sexual Harassment

Definition: Sexual harassment is making unwelcome sexual advances, requests for sexual favors, or other verbal, visual, or physical conduct of a sexual nature. Any student who feels she/he is being sexually harassed should immediately contact a school administrator, school counselor, or teacher.

Consequences: The consequence for sexual harassment is suspension, and/or other administrative action. If the behavior is severe and pervasive or causes an intimidating, hostile or offensive educational environment, the student may be expelled.

Examples of sexual harassment:

1. Touching or grabbing the private areas of another student.
2. Pulling a girl's bra strap.
3. Rubbing up against another student.
4. Unwanted kissing or attempting to kiss another student.
5. Verbal remarks or gestures of a sexual nature.

Consequences

Consequences shall be administered as defined in the Stockton Unified School District Student Conduct Code Book. Consequences can include suspension and/or notification to the proper authorities. This is in accordance with the California Education Code.

Students may be assigned to lunch or after school detention for infractions to school rules.

A student may lose the privilege of participating in school activities, such as, field trips, class parties/ dances and end of the year activities if misbehavior is continuous throughout the school year.

Parent Information of Disaster Plan

We would like to take this opportunity to inform you about the disaster plan as it relates to Victory Elementary School. In case of an emergency, such as an earthquake, explosion, fire, flood or other disaster, we are prepared to secure the safety of our students. Please read the following information, which will assist you in knowing what to do in the case of an emergency situation.

We are prepared to care for your child in times of critical situations since we have a number of people with first aid and CPR certificates. We will be in communication with various local emergency services. We do ask for your help in the following areas:

- Please do not call the school. We must keep the lines open for emergency services.
- Following an earthquake or other emergency, do not immediately drive to the school. Streets and access to our school may be cluttered with debris. The school access route and street entrance areas must remain clear for emergency vehicles.
- Turn your radio to KSTN (English 1420 AM and Spanish 107.3 FM). Information and directions will be given over the radio.

No student will be dismissed from school unless a parent or individual designated by the parent comes for him/her. Proper ID must be presented.

No child will be allowed to leave with another person, even a relative or baby-sitter unless we have written permission to that effect or that particular person is listed on the student's emergency card in our files. Any person signing students out must show proper ID and must be 18 years or older. It is important that emergency card information be updated as soon as there is a change.

Drill procedures for emergencies and disasters will be practiced throughout the school year and include fire, lockdown, and duck/cover.

In case of an emergency, pupils will be released from school in an orderly manner. Here are the steps for pupil release from school:

- Campus will be secured by the Principal and the Stockton Unified School District Police Department.
- Small groups of parents will be allowed in at a time.
- Parents or designee will be allowed to sign out students with the proper identification. (A picture ID is required)
- Students will only be released to parents or those listed on the Emergency Card.
- Parent or designee will then be given a visitor's pass to sign and pick up students from the classroom or other location depending on the situation.

Parent Information

Class Holiday/Birthday Parties

Class parties and celebrations take away from classroom instruction and student learning. ALL teachers will be limited to three (3) classroom holiday parties and/or celebrations per school year. It will be the classroom teacher's choice to which three (3) holidays to select. Please remember only store bought treats are acceptable. Please, NO balloons as they are a distraction for the children in the learning (classroom) environment.

Parent- Teacher Organization (PTO)

Victory Elementary School has an active Parent, Teacher Organization inviting all parents to be involved. PTO is a strong supporter of various activities and programs for the students at our school. They will provide funding for a variety of programs for the general student population. We encourage all parents to become members and support our PTO. If you are interested in helping Support our PTO contact Ms. Neumann (PTO President) at (209) 933-7310.

School Site Council

Membership on the School Site Council is made up of parents and staff in accordance with the Education Code. The purpose of the council is to continuously assess the quality of the program at Victory and to develop a school plan to meet identified needs. The Council annually establishes a budget and monitors all expenditures at its monthly meetings. Voting for the School Site Council occurs at the beginning of the school year. Agendas and notifications will be distributed at least 72 hours in advance in accordance with the Green Act.

English Language Advisory Committee (ELAC)

Membership on the English Language Advisory Committee is composed of parents and staff, with parents of English Learners making the majority of members. The purpose of the committee is to continuously advise the school on programs and services for English Learners. We encourage any parent interested in being a member to call the office to notify the site Bilingual Deputy.



**** Please return notice to teacher or office staff ****

I have read and reviewed the Victory Handbook with my child(ren):

Student Name Date

Student Signature Date

Parent Signature Date