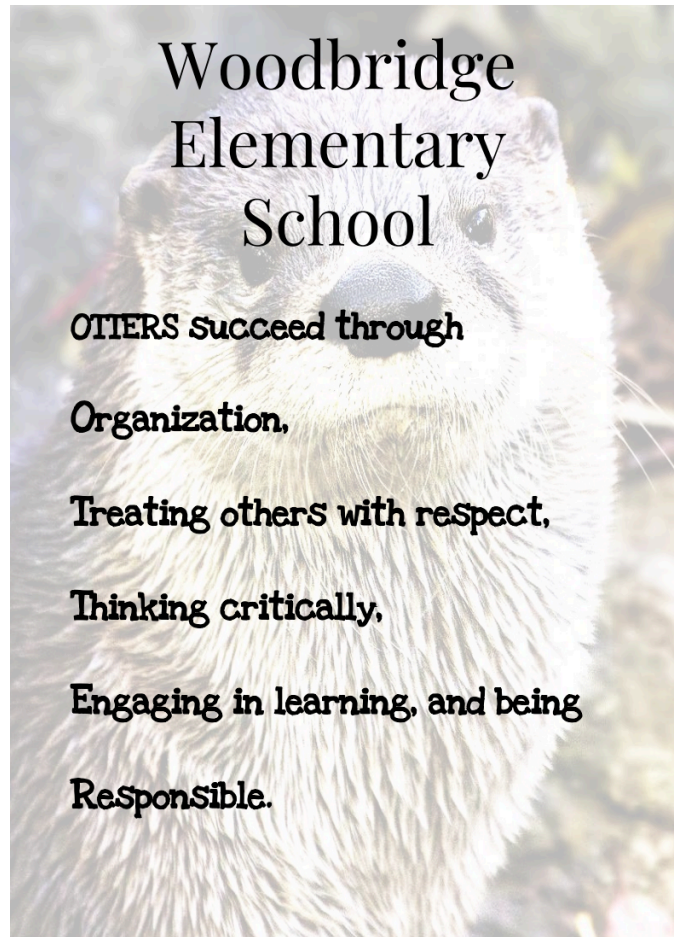


Lodi Unified School District



Student Handbook 2024-2025

1290 Lilac Street – Lodi, CA 95242

Phone: (209) 331-8160

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Woodbridge Elementary School Handbook

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Important Dates to Remember for Woodbridge Students

Early Dismissal Dates

August 07, 2024 -	Minimum Day
September 11, 2024 -	Minimum Day
September 18, 2024 -	Minimum Day
September 24 - September 27, 2024 -	Parent Conference Week
October 23, 2024 -	Minimum Day
November 06, 2024 -	Minimum Day
December 04, 2024 -	Minimum Day
December 11, 2024 -	Minimum Day
December 20, 2024 -	Minimum Day
January 15, 2025 -	Minimum Day
February 05, 2025 -	Minimum Day
March 05, 2025 -	Minimum Day
April 09, 2025 -	Minimum Day
May 07, 2025 -	Minimum Day
May 21, 2025 -	Minimum Day
May 30, 2025 -	Last Day of School-Minimum Day

Holidays/No School

September 2, 2024
November 11, 2024
November 27-29
December 23, 2024-January 3, 2025
January 20, 2025
February 7, 2025
February 17, 2025
May 26, 2025

WELCOME TO WOODBRIDGE ELEMENTARY SCHOOL!

On behalf of the staff of Woodbridge Elementary School, welcome to the new school year!

Collaborative, positive communication among the staff, students, and parents that comprise our school community is critical to our success. Clearly defined policies, procedures, and expectations assist us all in creating a positive environment in which our students can learn and grow, both academically and socially.

This handbook is designed to provide this information in an organized fashion. We invite and encourage you to read and discuss each section of the handbook as a family, keeping it as a reference throughout the school year. Your interest, support, and cooperation will enhance our partnership as we strive to provide your child with exemplary learning experiences. May we all have an exciting, challenging, and successful year!



Mission Statement

Lodi Unified School District will ensure the best education for students to be successful in life.

Value Statement

We value:

- 1. Every student**
- 2. High student achievement and accomplishment**
- 3. Parents as partners**
- 4. Diversity**
- 5. Contributions and commitments of teachers and all staff as educators**
- 6. Trust, honesty, and respectful communication with each other**

Vision Statement

In Lodi Unified School District:

- 1. Each student realizes his/her maximum potential**
- 2. There is no achievement gap between groups of students**
- 3. We have a diverse staff that is highly qualified and enjoys its work**
- 4. Schools are inviting a responsive to parents, engaging them as partners in their children's Educational Support Services We provide resources to support quality education and safe, attractive learning environments in all of our schools**
- 5. We have a trusting, working relationship between the board of Education, the school district, and the community**

Goals

- 1. Meet Program Improvement requirements as all groups of students improve their performance and make progress to eliminate the Achievement Gap.**
- 2. Improve the engagement of parents/guardians as partners in their children's education**
- 3. Support an environment where diversity is valued**
- 4. Maximize resources to improve the achievement of students in a safe and positive learning environment**

Woodbridge Elementary School 2024-2025 Learning Community

Kindergarten	Susan Traverso (AM)	Rm. 9	Stacy Smith Musson (PM)	Rm. 9
1 st Grade	Sarah Fogelberg	Rm. 3	Shelly Schatz	Rm. 4
2 nd Grade	Haley Quarles	Rm. 2	Stacey Whitted	Rm. 6
3 rd Grade	Jeannie Hahn	Rm. 14	Robbin Ransome	Rm. 15
4 th Grade	Stephanie Vallejo	Rm. 20	Heidi Alvarez	Rm. 19
5 th Grade	Lorna Lemmons	Rm. 22	Jennifer Willis	Rm. 8
6 th Grade	Staci Bechthold	Rm. 7	Ranae Merrill	Rm. 21
Special Education	Jana Barton K-2 SDC/MM	Rm. 10	Rita Stabler K-2 SDC/MM	Rm. 11
Special Education	Melissa Levy 3-5 SDC/MM	Rm. 12	Rob Gillespie 3-6 SDC/MM	Rm. 13
		Rm. 12	Cathryn O'Grodnick (Reading Intervention)	Rm. 1
Special Education	RSP Kelly Brooks	Rm. 17	Kathryn Schatz (VAPA/STEM/RI)	Rm. 5
P.E.	Heather Garcia	Rm. 24		
Music	Doug Zuehlke	Rm. 23		

Principal Christina Halsey
Secretary Laura Cunningham
Custodian Alex Jiminez
Custodian Vacant

Kitchen Maria Aguilar
Nurse Kimlien Tran

Para-Educators:

EL/Spanish Julie Herrera/Yesenia Hernandez
Special Ed Maria Nava , Katrece Robertson, Adrianna McMasters

Vice Principal Charalee Cunningham

Clerk Typist II, Lizet Gonzalez

Counselor

Mental Health Nazia Khan

Speech Camille Gillespie

Psychologist

Library Debbie Skaggs

RSP Para Diana Rathe

Noon Duty: Emily Joerke/Lizet Joerke/Chantel Ralley

Bridge Program: Ms. Brenda Conteeiras

Diana Rathe

GENERAL INFORMATION
"River Otters make smart choices!"



Absences

Absences must be verified. Please call the school office by 9:00 a.m. to report your child's absence. Our "automated absence verification system" will attempt to call on each absent student if we have not heard from you by 9:00 AM. Please send a note upon his/her return, indicating the reason for the absence if you have not confirmed the absence by phone. Independent study contracts can be arranged with the child's teacher in the event of a special circumstance, please come to the office to fill out paperwork 2-4 weeks before trip, after notifying teacher. Contracts need to be approved by Independent Study first. Extended unexcused absences are discouraged. We ask that families plan trips and special events during school vacation times. Please contact your child's teacher and the school office if there are special circumstances. Students are expected to be on time to class each day. Tardies are recorded and conflict with our expectations for responsibility.

Board Rule 5113 Absences & Excuses:

Method of Verification: When an unexcused absence occurs, the student and parent/guardian shall be notified and informed of the district's policy regarding excessive unexcused absences. The student and parent/guardian shall have a reasonable opportunity to explain the absence. If the absence is not verified as excusable within ten (10) school days, it shall be recorded as unexcused. The person receiving any explanation of the absence by the parent/guardian shall make a record of this explanation and the date when it was given.

Unexcused Absences-Physicians Verification: When a student has had 14 absences in the school year for illness verified by methods listed in #1-3, any further absences for illness shall need to be verified by a physician.

Arrival/Departure

(Gates will open and adult supervision won't begin until 7:45 a.m.) Please remember that students should only be on school grounds during times when there is scheduled adult supervision. Please do not leave your child unsupervised prior to 7:45 am. Please arrange to drop off & pick up students in non-red zone areas.

Classes will not be interrupted for personal messages. Please make arrangements regarding lunch, and afterschool arrangements before the school day begins.

**School hours: K a.m. 8:15-11:55; K p.m. 10:35-2:15;
Grades 1-6 8:15 a.m.-2:15 p.m.**

**Minimum Days: All Kindergarteners; AM & PM: 8:15-11:55
Grades 1-6: 8:15-12:15**

Nutrition Services: School Meals

Universal free meals will be offered at no cost to any student enrolled in the Lodi Unified School District, when they are in attendance. The California Universal Meals Program will provide students access to breakfast and lunch during each school day free of charge regardless of their income or eligibility. No application is needed for meals, but we do request that you complete a Household Family Survey or Parent Data confirmation in Aeries to help qualify your school for supplemental program funding. Lodi Unified participates in the National School Lunch and Breakfast Programs, as well as the Child and Adult Care Food Program for after school meals. For additional information about our programs, menus, special diet forms, P-EBT eligibility, nutrition education and fundraisers please visit <https://foodservice.lodiusd.net>.

TOBACCO USE:

Smoking presents a health hazard that can have serious consequences both for the smoker and the nonsmoker. Students shall not be allowed to smoke, chew, or possess tobacco or nicotine products on school property or while attending school sponsored activities, or while under the supervision and control of district employees. Students who violate this policy shall be subject to disciplinary procedures that may result in suspension from school. (Education Code 48900) The

District shall provide instruction regarding the effects of smoking on the human body and shall take steps to discourage students from making it a practice to smoke. (Education Code 48901, 51502) Smoking means inhaling, exhaling, burning, or carrying of any lighted or heated cigar, cigarette, pipe, tobacco, or plant product intended for inhalation, whether natural or synthetic, in any manner or form, and includes the use of an electronic smoking device that creates aerosol or vapor or of any oral smoking device for the purpose of circumventing the prohibition of smoking. Tobacco products include: (1) A product containing, made, or derived from tobacco or nicotine that is intended for human consumption whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco or snuff. (2) An electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, pipe, or hookah. (3) Any component, part, or accessory of a tobacco product, whether or not sold separately. These prohibitions do not apply to a student's possession or use of his/her own prescription products. However, student possession or use of prescription products in school shall be subject to the district's policy and regulation for addressing the administration of medications on campus

2024-2025

Woodbridge Elementary Bell Schedule

Grades K-6 Start Time: 8:15 AM

Regular Day Schedule

Grade	Recess	Lunch	Recess	Dismissal Regular Day
K AM Start: 8:15		11:30-11:50 (20 min)		11:55 AM
K PM Start: 10:35		11:05-11:25 (20 min)		2:15 PM
1 & 2 Start: 8:15	9:45-10:00 (15 min)	11:35-12:15 (40 min)	1:25-1:35 (10 min)	2:15 PM
3 Start: 8:15	9:45-10:00 (15 min)	11:58-12:38 (40 min)	1:25-1:35 (10 min)	2:15 PM
4 Start: 8:15	10:30-10:40 (10 min)	12:20-12:54 (34 min)		2:15 PM
5 & 6 Start: 8:15	10:30-10:40 (10 min)	12:20-12:54 (34 min)		2:15 PM

Grades K-6 Minimum Day Schedule Start time: 8:15 AM

Rainy Day & Minimum Day

Grade	Recess	Lunch	Dismissal Min Day
K AM & PM 8:15		10:10-10:30 (20 min)	11:55 AM
1 & 2 8:15	9:51-10:00 (9 min)	10:30-11:00 (30 min)	12:15 PM
3 8:15	9:51-10:00 (9 min)	11:00-11:30 (30 min)	12:15 PM
4 8:15	11:00-11:00 (0 min)	11:00-11:30 (30 min)	12:15 PM
5 & 6	11:30-11:30 (0 min)	11:30-12:00 (30 min)	12:15 PM

Attire: What to Wear

Do's

Clothing should 'suit' the weather and be school appropriate (provide adequate coverage and modesty).

Woodbridge T-shirts and sweatshirts (sold by PTA)

Wear school spirit green & white on Fridays.

Post earrings are acceptable

Tights/leggings may be worn with a shirt long enough to cover buttocks.

Pants & shorts: For safety, student clothing must be appropriately sized with no holes or tears

Belts are to be worn if the waist is loose.

Tennis or athletic shoes only

Hats may be worn.

Woolen caps (ski type caps) are permitted to provide ear protection on cold days.

Hair adornments (e.g. barrettes, ribbons) are generally acceptable

Don'ts

Clothing should not distract from learning. Inappropriate choices may result in consequences (including suspension).

Clothing that displays, depicts or promotes

inappropriate message/language

graphics depicting nudity, gestures, poses (e.g.

partially clad wrestlers/rappers)

violence, tobacco, alcohol, gangs, or drugs

Crop-tops, spaghetti straps, tank tops with low

cut-revealing neckline/open armholes that expose

skin due to oversized with large armholes

Baggy/saggy/oversized pants/shorts (no holes or tears) Pajama bottoms are not permitted unless on dress up day

Short-shorts (shorts should be long enough to reach the end of student's fingertips)

Platform shoes or high-heeled shoes

Open toed shoes

Flip-flops, Slip-ons or Sandals without a back strap

Hats may not be worn backwards

Sweatshirt hoods are discouraged (hats preferable) but permitted outside, weather permitting.

Sweatbands, stocking caps,

Extreme hair styles that cause a distraction

Bandanas or headbands/sweatbands worn on the forehead

No acrylic or press on nails for safety purposes

The student will be excluded from activities such as P.E. and recess due to safety concerns

Make-up (including sparkles or glitter)

Excessive jewelry (spiked, bangles, long chains either around neck or hanging out of/in pockets),

Earrings that are large, dangling, spikes

No headbands that have objects attached, capes, or tutus should be worn unless it is a spirit/dress-up day.

Back-To-School Night & Open House

We ask all of our **parents** to plan to come to our Back to School and Open House nights.

Back to School Night: Typically begins in our school cafeteria with a brief welcome to parents, introduction of staff, and PTA announcements. Two 30-minute sessions of classroom visits provide **parents** with information from the classroom teacher regarding procedures, policies, and expectations for your child(ren). **This is an adult-only evening event.**

Open House: Is an opportunity for students to give their parents a grand tour of projects and accomplishments of the year and to see classroom displays.

Benchmark Assessments

California State Standards, specific to each grade level in a district scripted sequence, are taught and assessed each quarter. "Benchmark Assessments" are part of each grade level's curriculum and are given to assess students' progress each quarter.

Bicycles, Scooters, and Skateboards

- Students may ride their bikes, scooters, and skateboards to school on fair weather days.
- Students bring their equipment to school at their own risk. The school is not responsible for lost or stolen items.
- **Students are to park their bikes/skateboards/scooters in the bike rack area by 8:15 a.m. and must be able to secure their equipment with a lock.** Skateboards and scooters **may** be housed in classrooms with teacher permission; but only if able to be secured without causing safety hazards.
- Students are to **walk** their bikes/scooters and hand- carry skateboards to/from the corner for pedestrian safety.
- Students must observe proper bike safety on and off school grounds or will lose the privilege of riding their bikes/skateboard/scooter to school.
- Staff members, responsible for ensuring safety on campus, have the prerogative to confiscate items, whose misuse presents safety concerns. Parents/guardians (not siblings) are granted permission to retrieve those items from the classroom or office.

Cell Phones and Other Electronic Devices

Students are required to have a permission slip signed by a parent/guardian in order to bring a cell phone on campus. Permission slips are included in the First Day Packet and the Enrollment Packet when a new student is enrolled. A copy of the permission slip is included in the attachment portion of this handbook. Students are to only use cell phones as a communication device before arriving at school and at the end of the day when the student is off campus.

All students K-6 grade will be using Chromebooks in classrooms for instruction. Students must use all_school property appropriately; and will be held responsible if miss-use causes damage necessitating replacement of equipment. Standard expectation district-wide is that students will use devices as part of their instructional learning, and will appropriately adhere to teacher instruction (including accessing appropriate web-based sites as directed) --- or face disciplinary action.

Common Planning Days/Assessment Collaboration (Minimum Days): Please refer to the enclosed calendar and schedule. These special minimum days provide staff with collegial planning time. These dates are also publicized in the weekly parent newsletter. We ask that parents make note of these 13 Wednesdays in order that timely early pickup/after school arrangements are made for your children.

Conferences (Parent-Teacher)

We value the connection between home and school; and understand that communication between teachers and parents can significantly impact student achievement & appropriate behavioral choices. We ask that parents arrange a time to speak with teachers outside of instructional teacher-student contact time. Please send a note (with your child) to your child's teacher to request a meeting. Teachers will be glad to respond and set up a conference time; or even arrange to chat on the phone. In cases where questions arise regarding class work or homework assignments, student progress, or specific incidents---your child's teacher is your best contact! (See "Important Dates to Remember" at the front of this handbook). Please plan to attend a formal conference with your child's teacher during this event).

Emergency Cards

An emergency card must be kept up to date. It is imperative that two individuals be listed in case of an emergency on the card. *(Particularly important for our parents who work out of town---please list someone on the emergency card that can get to the school quickly, in case of an emergency).* Anyone not listed on the student's emergency card will not be allowed to remove the student from the school premises. Parents who wish to have a friend or other family member not listed on the card pick up a student must make specific arrangements with the school office. Thank you!

Food For School Functions

Food items provided for students for any school function during the school day may not be prepared in home kitchens. Cupcakes or cookies for parties, etc. must be purchased at a store or bakery. Please make prior arrangements with the classroom teacher before bringing classroom treats. (Party helium-filled balloons are not permitted on campus.)

Food Brought From Home

We know that students enjoy a hand-delivered lunch; but we ask that you refrain from bringing food unexpectedly right before lunchtime begins. The office staff cannot guarantee that the student can be summoned before he/she has already received a hot lunch from our cafeteria. Please make food arrangements with your child BEFORE the school day begins.

Food Service From Our Cafeteria

Breakfast and lunch are available from our school cafeteria; breakfast is free and lunch has a charge (see food service information for specific information). Applications are available for free or reduced lunch.

Gum/Candy/Snacks

Gum is not to be brought to school. Candy is to be eaten only as a part of a child's lunch or for special occasions during a class party. Snacks are guided by the individual teacher and are to be small in portion size and healthy. No hot chips or Cheetos are allowed on campus. The chips should be a snack size bag, not a full size bag.

Homework

Homework information/expectations will be shared with parents by your child's teacher at Back to School Night. Parents can assist their children by providing a quiet place to work, by encouraging their children to do their personal best, and by engaging in meaningful discussions about the student's learning experiences. Collaboration and support between home and school is vital to each child's school experience. Questions regarding length of homework assignments or information regarding specific assignments should be directed to the classroom teacher.

Injuries

In all cases, when a student is hurt at school (unless it is minor as determined by the child and school personnel), a parent will be contacted so that he/she may assist in the treatment decision. Please make sure that the emergency card indicates any particular allergy or medical condition that would be important for school staff to know in case of an emergency situation. ***(Particularly important for parents who work out of town, please make sure that someone is listed on the emergency card who can get to the school quickly in case of an emergency.)***

Library/Computers

Students (grades K-6) have the opportunity to regularly visit our school library. The Life Skill of Responsibility is a key factor in order for students to access computer programs

on-line and check out books. Permission slips necessitating parent signature outline guidelines. Both of these opportunities are privileges.

Lost and Found

The school maintains a lost and found clothes rack/box. Students are discouraged from wearing expensive jewelry or carrying an excessive amount of money to school. Please mark your child's name inside clothing and school supplies. *Lost & Found clothing items will be donated to a charity at the end of each quarter, should those items not be picked up by parents/guardians.*

Medication

All medications must be dispensed to students by school personnel. A "Medication in School Parent Request" form must be obtained from the school office. This must be signed by the child's doctor and filed in the school office, prior to the dispensing of medication, prescription or over the counter. Students are not allowed to have medication of any kind (including over-the-counter medications) in the classroom, in their pockets, or in their lunch boxes. ***Students receiving medication are required to have legal guardian/parent hand-deliver medication directly to the school office. (Students are not permitted to bring medication in backpacks.)***

Party Invitations

Parents and students are permitted to hand out invitations to birthday parties, etc. at school **ONLY** if **every** student in the child's class is being invited. Please contact the child's teacher ahead of time so that these invitations can be handed out at an appropriate time. **(Birthday snacks can be provided by students/parents for the entire class----however we ask that arrangements are made in advance with the classroom teacher. Balloons are not permitted on our campus—since they can trigger the fire alarm.)**

Parent Assistants

Parent assistants are asked to leave siblings (who are not Woodbridge students) at home when they are helping in their Woodbridge child's classroom or helping to chaperone on a field trip. Additional children increase the number to be monitored and often take the parent's attention away from their responsibilities. Please note that parents/Guardians need to be fingerprinted to volunteer in the classroom or go on field trips. The Volunteer Fingerprint Form is provided in your 1st day packet. Please ask the office if you need to have more forms and we will provide them for you.

Rainy Days

On rainy days, students will be housed in the Multi-purpose room until teachers retrieve them at around 8:00. Please do not allow your child to ride his/her bicycle on rainy days. On some extremely foggy days, the transportation department runs the bus routes on a late schedule. Please listen to your radio or television stations or call the transportation department (331-7170).

Release of Students

Please come to the school office to sign out your child for any dentist or doctor's appointments, or any other time your child must leave campus. This requirement is for the safety of your child(ren). No exceptions will be made. Any person picking up a student from school must be listed on the student's emergency card or be given permission via a signed note from the parent to the school office. **Identification is required.**

Restrooms

Instructional classroom time is a high priority on the Woodbridge campus; and so emphasis is placed on having students remain in class. We also know that student safety is imperative, and that means that students need to remain in supervised areas on campus at all times. For these two important reasons, students are asked to use the restroom during break/recess times; rather than during class time. Especially for our young students, this requires some practice!! Each teacher has specific classroom guidelines for "emergency" situations that occur--(as they will)! Your child's teacher will share those expectations with you during the "Back to School Night" presentation. Please address any specific medical issues or other concerns/questions with your child's teacher. We will work as partners to maximize instructional time, comfort, and safety for our students!!

Selling Candy, etc.

Individual students are discouraged from bringing items for sale (e.g. candy, cookies) for Little League, Girl Scouts.

Otter Recognitions/Awards: Using the school mascot (River Otter) as our namesake; a variety of recognitions for personal accomplishments are delivered to students throughout the year. "Otter Bucks" (coupon for the student store) are for staff to disperse as a "thank you" to students making positive choices. End of quarter assemblies are designed to highlight and showcase grade level activities/curriculum----and also include recognitions for regular school attendance, and academic/social milestones.

Presidential Recognition (Gold & Silver): Specially selected sixth grade students are recognized (during the final assembly of the year) for academic and social achievement through the course of their academic career. These certificates are signed by the

President of the United States. "Gold" recipients (the highest honor) also receive a special gold pin.

Study Trips

There are expectations for our students in the preparation for an educationally-based study trip; as well as behavioral expectations while off campus. Students will be expected to participate in classroom activities and complete assignments; per teacher guidelines. Students will be expected to make good behavioral choices at school, demonstrating that the child has earned the privilege for this special activity and that he/she will abide by adult directions while off campus. Should responsibility not be demonstrated by a student (either due to lack of academic responsibility or behavioral responsibility) it is possible that the teacher will provide advanced notice to parents/guardians regarding: a) student's attendance on trip is in jeopardy unless certainly guidelines are met; b) student must be accompanied by parent/guardian in order to participate in the outing; c) student's privilege to accompany class off-campus will be revoked (and may remain with another class on campus that day); d) due to suspension, privilege for attendance at school or off campus on that day revoked entirely.

Supervision

Students are to remain in supervised areas at all times. Adult supervision is provided on the yard, in the cafeteria, and in the classrooms. For safety reasons, students are required to *walk* on all blacktop or cement areas. Students are asked to leave backpacks by their classroom door before school, rather than taking them onto the yard. Students are not allowed to climb fences or trees, or to enter areas on campus not supervised by staff. Students who violate safety guidelines impact the safety for all of us, and disciplinary action might follow. *(Parents who have specific concerns regarding supervision of students are asked to contact their child's teacher. We ask that parents not speak to other parents' children at school regarding behavioral issues----but rather, direct concerns to school personnel.)*

Telephones & Messages

To ensure student safety, students are required to bring a note from their teacher before coming to the office to use the phone. Office Personnel will take a message in case of an emergency or when it is vital that parents send a message to their child. Instructional time (class time) will not be interrupted for non-emergency messages. A note will be placed in the teacher's mailbox for retrieval during the day. After school plans/arrangements should be made *prior* to coming to school. *(Cell phone information is listed in next section/below.)*

Toys & Other Items Brought From Home

Students are not to bring toys or electronic devices (e.g. balls, Pokémon cards, I-pods, electronic games), (e.g. "Game Boys"), etc....

Cell phones/Electronic Device: Parent signature form is required in order for any Woodbridge student to carry a cell phone onto our campus. **See "first day" packet for the NCR form which states specific information (the original to be returned to your child's teacher). As the parent agreement indicates, lack of adherence to the cell phone policies, outlined in that document, will (at the least) result in the confiscation of the cell phone by Woodbridge staff. The cell phone may be retrieved from the office by parent/guardian (not siblings)**

In rare cases, the child's teacher may give special permission for special items to be brought to school for a class project.

Playground equipment (like items provided by school) may not be brought by students unless it is to be donated to class with permission from the classroom teacher. For safety, equipment that is not standard school equipment (e.g. tennis balls, marbles) are not permitted. Cleats are not permitted.

Under no circumstances may any child bring a penknife, laser pen, Swiss army knife, or any type of knife or weapon to school. Please do not send a knife in a child's lunch to use for cutting fruit, etc.

In addition, students may not bring any item that causes a disruption to the educational process; such items as spray cans, stink bombs, poppers, etc. do not belong in the school environment and will not be tolerated.

Visitations

Parents are a vital part of our learning community and are welcome to visit their child(ren)'s classrooms at any time. **For campus safety, all visitors, including parents, must check in at the office to sign in and receive a "visitor's pass" before touring and visiting the campus or assisting in the classrooms. Woodbridge School uses the "Raptor System" which scans your license or looks you up in a national database, to ensure our students have a safe campus to attend school.** Please remember that the check-in procedure applies whenever you visit the campus, whether your destination is to see your child in the yard or in the classroom. This procedure helps us to provide a safe environment for your child. It is important for the office staff to know who is on campus at all times.

Woodbridge Learning Community Expectations

Our efforts to create a dynamic, exciting, caring environment in which students, parents, and teachers can engage in collaborative learning produce positive results.

Student Expectations:

- Achieve literacy in reading, writing, math, science, technology, social science, and the arts
- Apply knowledge and skills to real life situations & engage in challenging learning experiences
- Be responsible for schoolwork & homework assignments
- Be responsible for care of school materials
- View school and the "work" of school as important and valuable
- View learning as a lifelong practice
- Make appropriate choices
- Develop positive life skills and relationships and model courtesy and respect
- Will feel valued and treated with courtesy and respect
- Always do one's personal best

Staff Expectations:

- Continually seek ways to engage and challenge all students throughout the learning process
- Provide opportunities for students to make choices within the learning environment, balancing direct instruction with cooperative and individual pursuits
- Engage in activities that communicate all aspects of the educational program with parents and the community
- Examine and re-examine current practices as the creation of the learning environment remains a dynamic process
- Approach responsibilities within the learning community with enthusiasm, demonstrating creativity and innovation—and modeling learning as life long
- Collaborate with other members of the learning community in enhancing and implementing the school program
- Feel respected, valued, and supported by the other members of the learning community

Parent Expectations:

- Ensure that homework is completed by the child and returned when due.
- Spend time each evening reading with your child and demanding 20-30 minutes of reading is done each night. Don't select books that are too hard or too easy for a child's reading level.
- Actively participate in school-wide activities and assist and support their child's instructional program.
- Make every effort to ensure your child is at school on time, ready to learn.

- Communicate with Woodbridge staff regarding questions or concerns that pertain to their child's educational progress (social and academic). Assume the best and seek to understand.
- Seek to understand through communicating with teachers so that perceived issues can be addressed quickly and positively.

Support Programs

School /Psychologist

The school psychologist provides psychological and academic testing beyond that which takes place in the classroom. The school psychologist acts as an advisor to the school staff and is a member of the "Instructional Support Team". The school psychologist is on site 2 days weekly.

Speech-Language Services

Speech and language services are provided for students (diagnosed by our Language-Speech-Hearing Specialist) with delays in speech/language development.

School Counselor/Mental Health Therapy

A school counselor (serving several school sites) or Mental Health Therapist is available (upon referral) to meet with individual students.

Student Success Team

The "Student Success Team" (SST) meets for the purpose of supporting students' academic and social progress; identifying/discussing areas of challenge; and generating ideas for both home and school that will enhance students' educational experience and success. Team members include: the student's teacher, the site administrator(s), support staff (RSP, speech, school psychologist), other teachers, and the student's parents/guardians.

Gifted And Talented Program (GATE)

The district's Gifted and Talented Program is a state-funded program. The "cluster" class concept (grades 4, 5, 6), are offered at Woodbridge Elementary School for those students who have been identified by the district's GATE office as qualifying for this special program. "Cluster Classes" (grades 4, 5, 6) provide a curricular-rich environment for GATE identified students within a general education environment.

PARENT INVOLVEMENT

PTA

The Woodbridge Elementary School PTA encourages parent involvement, assists with parent education, and organizes fund raising activities to support the educational programs of our school. Watch the parent newsletter and/or additional PTA newsletters/memos for ways to get involved! Please consider joining PTA even if you can't attend the meetings regularly. This membership will help keep the PTA up and running.

Budget

Site allocations & expenditures: Woodbridge Staff are regularly updated regarding budget status via memos and/or staff meetings. A budget overview (provided by Principal) is included during School Site Council meetings during the school year, to inform parents regarding LCAP allocation to site expenditures, and budgetary plans towards the aim: enhancing quality instruction and student learning.

Parent Volunteers

Parent volunteers at Woodbridge Elementary School play an important role in our instructional program. Parents can assist in the library, lab, classrooms, and on study trips. Parents wishing to assist in supporting their child's educational progress should contact their child's teacher to determine ways that parents can help. In accordance with LUSD Board Policy 1240, parents or volunteers will be required to be fingerprinted if they are likely to be alone with one or more students; work regularly directly with students one or more days per week; or participate in an overnight field trip.

Woodbridge River Otter House System

House Name	Stanislaus	Calaveras	Tuolumne	Merced	Mokelumne	Truckee
House Color	Mustard Yellow	Burnt Orange	Navy Blue	Hunter Green	Burgundy	Black
House Traits	Integrity	Kindness	Respect	Resilience	Creativity	Perseverance



Wear Your:

- College or Career Shirts every Monday
- House Shirts every Wednesday & on designated Rally Days (reminders will be sent home prior to rallies)
- Woodbridge Shirts or Woodbridge Green every Friday

Woodbridge Elementary's

25-to-Thrive

1. When greeting new people, be sure to smile, shake their hand, and repeat their name.
2. Know all learning community members' names and greet them by name.
3. Make eye contact when communicating with someone and listen with purpose.
4. If you are asked a question in a conversation, ask a question in return.
5. Hold the door for others.
6. Always say "please" and "thank you."
7. If someone bumps into you, say excuse me even if it is not your fault.
8. If someone drops something and you are close to it, then pick it up.
9. Respect the comments, opinions, ideas, and beliefs of others even when they differ from yours.
10. Surprise others by performing random acts of kindness.
11. If anyone is bullying you or you witness bullying, then let an adult know immediately.
12. If you win, be humble. If you lose, practice good sportsmanship.
13. Congratulate the success of others.
14. Appreciate rewards without expecting them.
15. Follow all school procedures and expectations.
16. Transitions will be swift and orderly with an appropriate voice level, always being respectful of the learning environment.
17. Be respectful towards speakers and others during presentations, assemblies, or rallies.
18. When a guest teacher is present, all procedures and expectations still apply.
19. Take accountability for your actions. Don't blame others or make excuses.
20. Learn from your mistakes and make amends when something goes wrong.
21. Be a problem solver.
22. Show perseverance when faced with difficult situations.
23. Be honest in every circumstance, even when no one is watching.
24. Have a positive mindset.
25. Always do your personal best.