Silver Wing Elementary School

Parent Handbook 2025-2026

M. Theresa Corona, Principal

Chula Vista Elementary School District
Silver Wing Elementary School
3730 Arey Drive · San Diego, California 92154 · (619) 423-3950
Fax: (619) 423-7438
M. Theresa Corona, Principal

2025-2026 School Year

Dear Parents and Guardians,

Welcome to the 2025–2026 school year at Silver Wing Elementary School!

The following pages of this handbook contain important information about our school, including general procedures, district policies, and resources to support you and your child throughout the year.
This year marks my ninth year as principal of Silver Wing and my 35th year in education. I began my teaching journey just a few miles away from our school at Howard Pence Elementary in the South Bay Union School District and have proudly served as an administrator in the Chula Vista Elementary School District for the past 19 years. My reason for entering this profession has never changed: I am deeply committed to enriching the lives of children and making a meaningful difference in their educational journey.

At Silver Wing, your child will engage in a rigorous and enriching curriculum aligned to the California Common Core State Standards in English Language Arts and Mathematics, along with comprehensive instruction in History/Social Science and Science. We are equally proud to offer a range of enrichment opportunities, including Technology, Visual Arts, and Theater Arts. For families seeking a bilingual pathway, our Dual Immersion program (Grades K–6) provides instruction in both English and Spanish, promoting biliteracy and cultural understanding.

We encourage and welcome parent involvement! Whether through our School Site Council, Parent Teacher Organization, or English Learner Advisory Committee, there are many meaningful ways to participate in school decisions and support student learning. These collaborative groups—made up of staff, teachers, and parents like you—play a vital role in shaping our school programs and policies.

On behalf of the entire Silver Wing staff, thank you for entrusting us with your child. We are honored to partner with you in their academic and personal growth. With a shared commitment and strong teamwork, we can ensure your child thrives in a safe, welcoming, and high-achieving environment.
If you have any questions or need assistance, please don't hesitate to contact me at the school office, by email at maria.corona@cvesd.org, or by cell at (619) 468-4356. I look forward to a fantastic year ahead!

Warmly,
M. Theresa Corona

M. Theresa Corona, Principal

Silver Wing Elementary School



Students should not arrive on campus before 7:30 a.m.

Office Hours: 7:30am to 4:00pm

Daily Schedule Grades TK/K

Monday - Thursday	**8:30am– 2:45pm**
Friday/Modified Day	**8:30am–1:15pm**

Daily Schedule Grades 1-6

Monday - Thursday	**8:30am– 3:00pm**
Friday/Modified Day	**8:30am–1:30pm**

Morning Recess Schedule

Grades TK, 1-3	**10:00-10:20am**
Grade K	**10:30–10:50am**
Grades 4 - 6	**10:25–10:44am**

Lunch Schedule

Grade Level	Play	Eat	Rainy Day Eat	Rainy Day Play
TK	11:05:11:25	11:25-11:50	11:25-11:45	11:45-11:55
Grades 1	11:30-11:50	11:50-12:15	11:50-12:10	12:10-12:20
Grade 2	11:40-12:00	12:00-12:25	12:00-12:20	12:20-12:30
Kindergarten	11:50-12:10	12:10-12:35	12:10-12:30	12:30-12:40
Grade 3	12:00-12:20	12:20-12:45	12:20-12:40	12:40-12:50
Grade 4	12:10-12:30	12:30-12:55	12:30-12:50	12:50-1:00
Grade 5	12:20-12:40	12:40-1:05	12:40-1:00	1:00-1:10
Grade 6	12:30-12:50	12:50-1:15	12:50-1:10	1:10-1:20

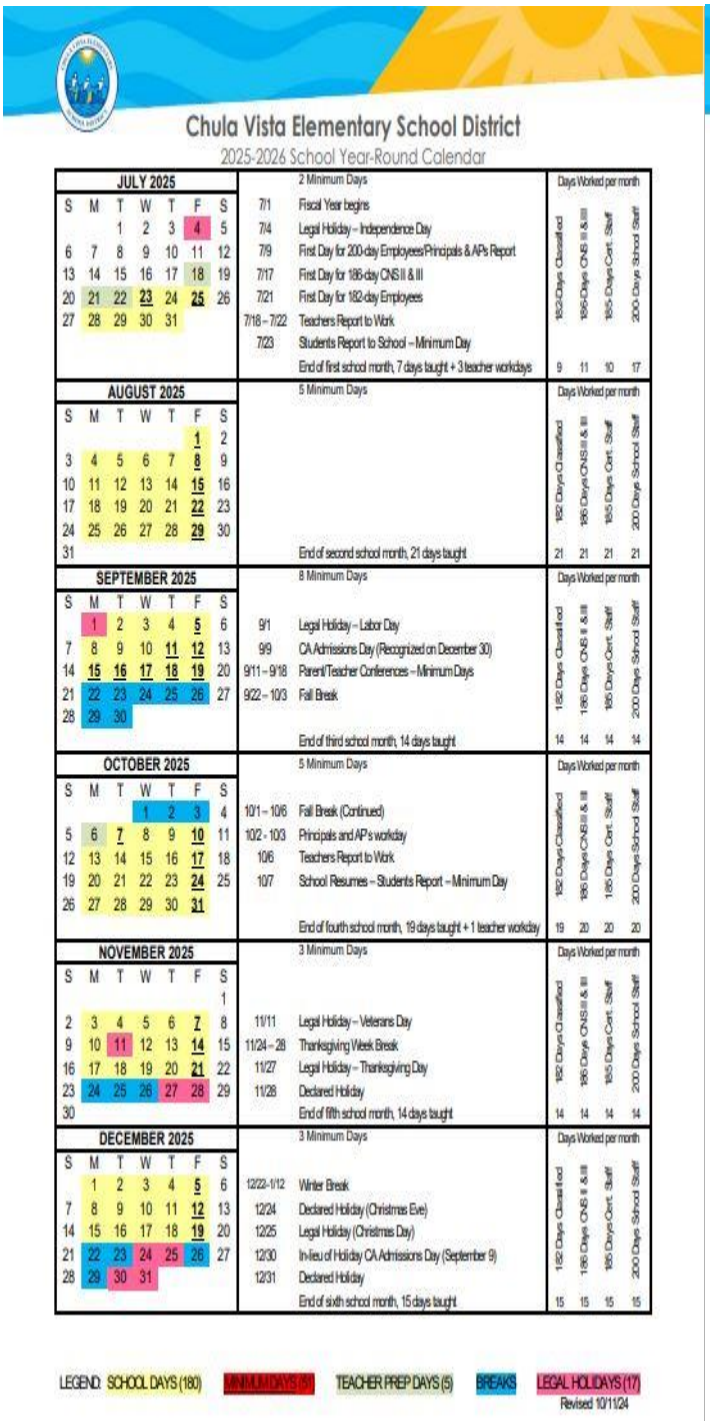
2025-26 School Year-Round Calendar

District Schools

- Student Start Date: July 23, 2025
- Student End Date: June 5, 2026

Key breaks include

- Fall Break: September 22– October 3, 2025
- Thanksgiving Break: November 24 – November 28, 2025
- Winter Break: December 22, 2025 – January 12, 2026
- Spring Break: March 23 – April 3, 2026



Chula Vista Elementary School District

2025-2026 School Year-Round Calendar

JULY 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

2 Minimum Days

7/1	Fiscal Year begins
7/4	Legal Holiday – Independence Day
7/9	First Day for 200-day Employees/Principals & APs Report
7/17	First Day for 186-day CNS II & III
7/21	First Day for 182-day Employees
7/18 – 7/22	Teachers Report to Work
7/23	Students Report to School – Minimum Day
	End of first school month, 7 days taught + 3 teacher workdays

Days Worked per month	182 Days Classified	186 Days CNS II & III	185 Days Cert. Staff	200 Days School Staff
	9	11	10	17

AUGUST 2025						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

5 Minimum Days

	End of second school month, 21 days taught

Days Worked per month	182 Days Classified	186 Days CNS II & III	185 Days Cert. Staff	200 Days School Staff
	21	21	21	21

SEPTEMBER 2025						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

8 Minimum Days

9/1	Legal Holiday – Labor Day
9/9	CA Admissions Day (Recognized on December 30)
9/11 – 9/18	Parent/Teacher Conferences – Minimum Days
9/22 – 10/3	Fall Break
	End of third school month, 14 days taught

Days Worked per month	182 Days Classified	186 Days CNS II & III	185 Days Cert. Staff	200 Days School Staff
	14	14	14	14

OCTOBER 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

5 Minimum Days

10/1 – 10/6	Fall Break (Continued)
10/2 - 10/3	Principals and AP's workday
10/6	Teachers Report to Work
10/7	School Resumes – Students Report – Minimum Day
	End of fourth school month, 19 days taught + 1 teacher workday

Days Worked per month	182 Days Classified	186 Days CNS II & III	185 Days Cert. Staff	200 Days School Staff
	19	20	20	20

NOVEMBER 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

3 Minimum Days

11/11	Legal Holiday – Veterans Day
11/24 – 28	Thanksgiving Week Break
11/27	Legal Holiday – Thanksgiving Day
11/28	Declared Holiday
	End of fifth school month, 14 days taught

Days Worked per month	182 Days Classified	186 Days CNS II & III	185 Days Cert. Staff	200 Days School Staff
	14	14	14	14

DECEMBER 2025						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

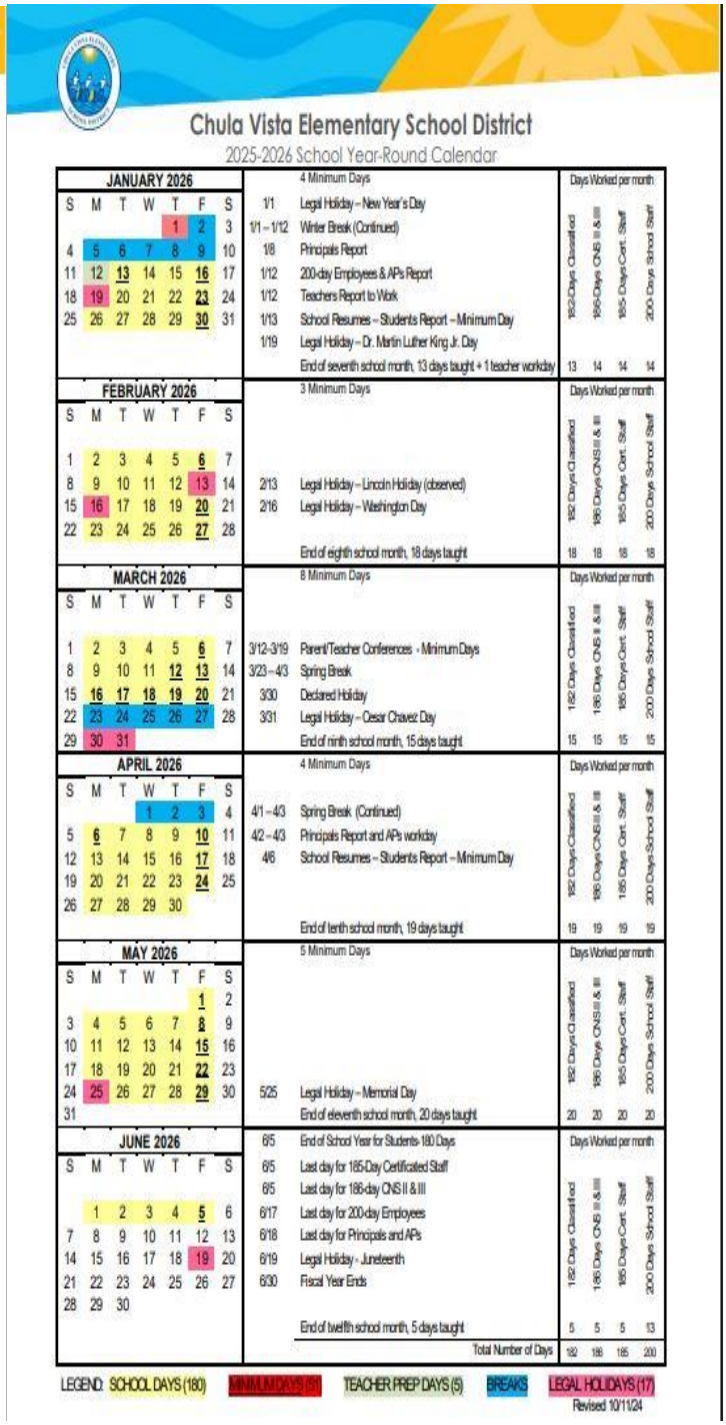
3 Minimum Days

12/22-1/12	Winter Break
12/24	Declared Holiday (Christmas Eve)
12/25	Legal Holiday (Christmas Day)
12/30	In-lieu of Holiday CA Admissions Day (September 9)
12/31	Declared Holiday
	End of sixth school month, 15 days taught

Days Worked per month	182 Days Classified	186 Days CNS II & III	185 Days Cert. Staff	200 Days School Staff
	15	15	15	15

LEGEND: SCHOOL DAYS (180) MINIMUM DAYS (5) TEACHER PREP DAYS (5) BREAKS LEGAL HOLIDAYS (17)

Revised 10/11/24



Chula Vista Elementary School District

2025-2026 School Year-Round Calendar

JANUARY 2026						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

4 Minimum Days

1/1	Legal Holiday – New Year's Day
1/1 – 1/12	Winter Break (Continued)
1/8	Principals Report
1/12	200-day Employees & APs Report
1/12	Teachers Report to Work
1/13	School Resumes – Students Report – Minimum Day
1/19	Legal Holiday – Dr. Martin Luther King Jr. Day
	End of seventh school month, 13 days taught + 1 teacher workday

Days Worked per month	182 Days Classified	186 Days CNS II & III	185 Days Cert. Staff	200 Days School Staff
	13	14	14	14

FEBRUARY 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

3 Minimum Days

2/13	Legal Holiday – Lincoln Holiday (observed)
2/16	Legal Holiday – Washington Day
	End of eighth school month, 18 days taught

Days Worked per month	182 Days Classified	186 Days CNS II & III	185 Days Cert. Staff	200 Days School Staff
	18	18	18	18

MARCH 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

8 Minimum Days

3/12-3/19	Parent/Teacher Conferences - Minimum Days
3/23 – 4/3	Spring Break
3/30	Declared Holiday
3/31	Legal Holiday – Cesar Chavez Day
	End of ninth school month, 15 days taught

Days Worked per month	182 Days Classified	186 Days CNS II & III	185 Days Cert. Staff	200 Days School Staff
	15	15	15	15

APRIL 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

4 Minimum Days

4/1 – 4/3	Spring Break (Continued)
4/2 – 4/3	Principals Report and APs workday
4/6	School Resumes – Students Report – Minimum Day
	End of tenth school month, 19 days taught

Days Worked per month	182 Days Classified	186 Days CNS II & III	185 Days Cert. Staff	200 Days School Staff
	19	19	19	19

MAY 2026						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

5 Minimum Days

5/25	Legal Holiday – Memorial Day
	End of eleventh school month, 20 days taught

Days Worked per month	182 Days Classified	186 Days CNS II & III	185 Days Cert. Staff	200 Days School Staff
	20	20	20	20

JUNE 2026						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

6/5	End of School Year for Students- 180 Days
6/5	Last day for 185-Day Certificated Staff
6/5	Last day for 186-day CNS II & III
6/17	Last day for 200-day Employees
6/18	Last day for Principals and APs
6/19	Legal Holiday - Juneteenth
6/30	Fiscal Year Ends
	End of twelfth school month, 5 days taught
	Total Number of Days

Days Worked per month	182 Days Classified	186 Days CNS II & III	185 Days Cert. Staff	200 Days School Staff
	5	5	5	13
	182	186	185	200

LEGEND: SCHOOL DAYS (180) MINIMUM DAYS (5) TEACHER PREP DAYS (5) BREAKS LEGAL HOLIDAYS (17)

Revised 10/11/24

OFFICE HOURS

The school office is open Monday-Friday from 7:30am- 4:00pm
The school telephone number is: (619) 423-3950
The school secretary, Ms. Cassandra, can also be reached via phone call or text at: 619-500-1652

ARRIVAL AT SCHOOL

School begins at 8:30 a.m. daily. Your child can arrive at school as early as 7:30am. We encourage our early arrival students to eat breakfast at school which begins at 7:55am. Younger students should be walked into our auditorium and the adult with them should ensure the supervisor is aware of their arrival. There is a table specifically for TK/Kindergarten students so that we can provide extra supervision to our youngest scholars. Should you choose to stay in the auditorium with your child, please ensure that you are professional in your interactions with any of our students and staff.

Parents may enter our school building to drop their child off at the auditorium if it is between 7:30 and 8:00am or may walk them to their class line-up if it is between 8:00 and 8:30 am. Parents that stay in the playground area with their child should leave their child at the class line up and wait at the top of the ramp if they choose to stay until the bell rings at 8:30am. All parents not signed into Raptor should exit the campus by 8:35am. Please note, TK and K students have a separate waiting area and procedures for drop off.

Breakfast

Breakfast is served every day from 7:55am–8:20am. Students who arrive after 8:20 am will not be served breakfast due to the short time left before school begins, promptly at 8:30 am.

Self-Transport to School

Silver Wing has a bike rack at school for students wishing to ride a bicycle to school. Students **must** have helmets and locks in order to use the rack. We will monitor bike riding to school throughout the year and will add bike racks if necessary. Please make sure your child is aware of the safety rules for bike riding to school and please use your best judgement as a parent in deciding as to whether your child is able to handle self-transport to school.

Parking Lot and Driving Protocol

Student safety is the utmost priority and we must work together to ensure all of our children are safe. Because of that, the front parking lot gate by the marquee will be closed from 8:00- 8:35am daily. Students must be dropped off at the designated drop off zones on Arey Drive. The red area in front of the school is NOT a drop area, please utilize the drop off area on Arey Drive. Safety Patrol students work in conjunction with the San Diego Police Department and their directions are to be followed at all times. Please be courteous and professional at all times when you are dropping off and picking up your student.

Dismissal

Transitional Kindergarten and Kindergarten students are dismissed from school at 2:45pm on a regular school day and 1:15pm on a Minimum Day. Students in Grades 1-6 are dismissed at 3:00pm on a regular school day and 1:15pm on a Minimum Day. TK and Kindergarten students are dismissed from the 400 building enclosed area, Grades 1-3 are dismissed at the front of the school, and Grades 4-6 are dismissed through the west gate.

ATTENDANCE

Regular attendance in school is required by California law and is essential to ensure academic success. Studies show that there is a direct correlation between school attendance and student achievement. Silver Wing has a pattern of Chronic Absenteeism that we must continue to work together to improve. Parents are asked to reinforce the importance of good school attendance. Please know that if your child is well enough to come to school even if they are slightly ill, that we will take care of them here and let you know if they need to go home. Slight cold symptoms, minor stomach aches, body aches from exercise, headaches, and menstrual cramps are NOT reasons to stay home. Hot weather and rain are also not reasons to stay home, as our building is climate

controlled, so weather conditions should not be a factor in attending school. Chronic health conditions should be reported to our Health Office, especially if that condition affects attendance.

It is understood that when certain unavoidable circumstances, such as illness or a death in the family, a student will be absent. It is our responsibility as a school entity to inform you when your child is developing an absence pattern called Chronic Absenteeism. After three unexcused absences parents will be informed by letter that their child is labeled a truant student and a copy is kept in their cumulative record. Please plan medical appointments during school breaks, or after school whenever possible. Friday minimum days are also a good time to schedule appointments. If for some unavoidable reason your child will be absent for a planned time, please arrange for an ***Independent Study Contract*** through the Attendance Office. Please try to allow time when requesting a contract. When your child is absent, please call the school office that day to share the reason for the absence.

To Report an Absence or to Speak to the Attendance Secretary:

1. Dial the school phone number 619-423-3950 and press 490110 or text her at 619-940-5283
2. State the student's name, teacher and reason for absence with the Attendance/Health secretary, Ms. Blanca.
3. You can also report absences to Ms. Blanca's email as well at: Blanca.Nicasio@cvesd.org

Tardies
Every student needs to be on time and prepared to work when school starts each day at 8:30am. The beginning of the school day sets the tone for the rest of the day. Students who are late to school miss out on important classroom instruction. Parents are asked to understand and reinforce the importance of being on time to school. Tardies greater than 30 minutes after the school day starts are considered truancies and affect your child's record.

Students are recognized for perfect attendance on a quarterly basis. Perfect attendance is defined as no absences or tardies of any kind. Classrooms are recognized for best attendance as well.

Student Check Out Procedures
We ask that you minimize the number of times you check your child out of school early, but if you do have to check them out early from school, please be sure to bring identification with you. If you will be having an emergency contact pick up your child early from school, please communicate with our office staff in advance so that the pick-up is as smooth as possible. Remember, when one of your emergency contacts will be picking up your child early from school, please ensure that they are prepared to show a picture ID as well.

HEALTH AND SAFETY

Medication
Students are **NOT** allowed to bring any medication, cough drops, or over-the-counter medication to school. Medications are not permitted at school, except when kept in the school health office. Parents/Guardians of any student who, during the regular school day, is required to take medication prescribed for them by a physician, must complete an "Authorization for Medication Administration" form which is kept on file in the school health office. This form authorizes the office staff to administer the medication to your child. You will need to submit a new form at the beginning of each school year.

If your child is on a temporary prescribed medication or needs occasional pain-relieving medication, you are welcome to come to the school to administer that medication to your child without the "Authorization for Medication Administration" form. If you have any questions about these procedures, please contact the Attendance/Health Specialist at extension 490110.

Masks
Any student that wishes to wear a mask for health reasons may do so, however the school will not longer be able to provide masks for students. It is okay for your child to wear a mask if they are displaying cold or flu-like symptoms, just to minimize spread of illness, but it is not required.

Snacks and Lunch
All students may bring a snack to school to eat during morning recess. Snacks should be healthy snacks that students can consume in a few minutes. It should not be full lunch. Appropriate snacks would be fruit, half-sandwich, cheese stick, crackers, yogurt/pudding and any other small healthy snack. Chips like Takis, Hot cheetohs, etc. and candy are not appropriate snacks for snack time and students will be asked to put it away until lunch time if it is brought out at snack time. This can be avoided by ensuring that you only send healthy snacks to school. Due to safety and health reasons, children are not allowed to share food with others.

Lunch is served daily from our school's cafeteria. You can always find the menu on the district's website. Your child can also bring their own lunch to school. We recommend an insulated lunch bag for storing food for the hours before lunch. Lunch is a planned activity each school day, so students should either bring a lunch or pick up a lunch tray from the cafeteria each day.

Safety

For your child's protection if walking home without an adult, they should:

- Follow an established safe route to and from school
- Follow parent directions for all before and after school travel
- Walk in groups if possible
- Not walk in the street on their route home
- Use crosswalks
- Not talk with strangers
- Not accept rides from strangers
- Stay away from unsupervised playground areas
- Never leave the school grounds during the school day without permission from the office

Toys, gum, candy, soda
Toys, balloons, water guns, gum, candy, soda, radios, music players, cameras, and electronic games are not allowed at school. Cell phones are allowed, but must be turned off when they arrive at school, remain in backpacks and put away until the end of the school day, and only brought out and turned on after school is dismissed. Anything that is not needed to help your child learn will not be permitted on school grounds or the classroom. Should a child bring an item to school, they will receive a warning. After that, the administration may take possession of the item and parents may have to pick it up from the school office.

Celebrations at School
Silver Wing School supports a no food policy. Please review the Chula Vista Elementary School District's Wellness Policy 5030 Summary. It is on the District Website and there is a copy in the front office. By adhering to this policy we reduce possible life-threatening allergic reactions and protect students with other critical medical issues. This also minimizes interruptions to instructional time. Parents who wish to distribute non-food treats (stickers, pencils, etc.) to their child's class are asked to discuss their desire with the teacher well in advance.

If your child reports a problem at school
If problems arise at school, please make sure that you communicate with your child's classroom teacher first. I of course am here to help you but always want to give my teachers the courtesy of knowing about problems first, especially if it is a classroom matter. Teachers are very aware of what type of problems should be referred to me and will definitely notify me of problems that arise that I need to be aware of or that are in my realm in handling them. If it is serious matter and

you want to contact me, please feel free to email me, call me or text me. Please do not hesitate to contact us on matters that your child reports, it is very important that we stay on top of things and that we do not wait for matters to get worse.

Disaster Procedures

Established procedures are in place at Silver Wing to handle disasters such as fire, earthquakes, bomb threats and/or dangerous intruders. In accordance with California state law, disaster preparedness drills are conducted on a routine basis to evaluate and practice the procedures.

It is important for parents, guardians and family members to know that in a real emergency, students will be released only to individuals listed by parents. ***It is imperative that the emergency information for each student is current at all times. Parents should notify the office immediately of changes in phone numbers and/or names.***

Emergency Information

Please make sure that all phone numbers, addresses and emergency information are kept up to date throughout the school year. Information provided is essential in case of earthquakes or other disasters where we may need to evacuate the school. Please make sure that the information is kept up to date throughout the school year.

Dress Code

The following policy, adopted by the Chula Vista Elementary School District Board of Education on March 7 1995, describes the dress code expected at Silver Wing Elementary School.

- Shoes must be worn at all times. Sandals must have closed toes and heel straps. Thongs or other backless shoes or sandals are not acceptable.
- Make-up is inappropriate in the elementary school. Dangling earrings, chains, and keys worn visibly around the neck are unsafe and are not acceptable.
- Clothing and jewelry shall be free of writing, pictures, or other insignia which are crude, vulgar, profane and/or sexually suggestive or which advertise or advocate racial, ethnic or religious prejudice or the use of drugs, tobacco or alcohol.
- Hats, caps and other head coverings shall be worn outside only for the purpose of shading the face. (We will work with individual students and parents if this is needed in the classroom for student well-being)
- Clothes shall be sufficient to conceal undergarments at all times. See-through or fish-net fabrics, halter tops, off-the-shoulder or low cut tops, strapless tops, bare midriffs and skirts or shorts shorter than mid-thigh are not acceptable.
- Articles of clothing and accessories, including hats, belts, books, binders, lunch bags, etc. adorned with graffiti or alleging gang affiliations are not acceptable.

Behavior

The Silver Wing community is committed to the principles of respect, responsibility, safety and kindness. Expectations have been set for all locations of our school and are monitored throughout the school day by all our staff members. Students will be taught the rules and expectations for all areas of our school. Behavior is reinforced positively through our school-wide Falcon Ticket program and we have recognition programs as well like Student Shout Outs and Star Student Awards. If rule violations occur, the student will be taught the appropriate behavior that should have been displayed, and if the behavior continues, students are given a Minor Infraction Notice. Major Infractions are referred to the school principal.

PARENT INVOLVEMENT

Volunteers
We welcome parents and volunteers to our school. If you want to volunteer, please ask your child's teacher if they would like you to volunteer. The teacher will then inform our school office so that we can reach out to you to complete the volunteer process. You will need TB clearance to volunteer. If you will be volunteering two or more days per week you will need to have fingerprint clearance as well. We have a computer in the office where all volunteers and visitors are required to sign in when they are on campus. Anyone on campus must have a volunteer or visitor badge, if this is not done, they will be asked to check in at the office and report their presence.

Parent, Teacher Organization (PTO)
Please look out for information on becoming a member of our Parent Teacher Organization. The PTO is a group of parents and educators that work together to support our school community. The PTO plans and organizes our annual events like the School Beach Party, Movie Nights, Winter Festival, etc. Membership is just $12 per year so please look out for information on joining.

School Site Council (SSC)
The School Site Council (SSC) is comprised of parents, teachers, classified staff and the administrator. The SSC is responsible for the development and approval of the Single Site Plan, approval of all expenditures from the School funds and approval of school wide policies.

English Learner Advisory Committee (ELAC)
The English Learner Advisory Committee (ELAC) is comprised of parents, teachers, principals, and instructional assistants representing English Language Learners. This Committee meets regularly to share information as well as study issues and concerns related to second language education.

