






# Robert Down Principal's Update

January 25, 2024

<b>4x8 Text</b> Carina Bates Class of 2001 Let's go Otters!	<b>4x8 w/ Clip Art</b>  Jacob, Chris, and Stephanie Sullivan		<b>8x8 Text</b> Happy 100th Birthday Robert H. Down Elementary! Such great memories Samantha Biggs '82	<b>8x8 w/ Clip Art</b>  To the coolest teacher Mrs. Bateman! Your 2010 5th graders
<b>Clip Art Options:</b>             ED4 ED9 ED11 ED30 NA31 NA32 SY3 SY4 SY22 SY24 RHD1 RHD2				

## Principal's Message

Dear RHD Families,

I shared with the RHD staff yesterday that I will be taking a medical leave at least until March 7th. I've had ongoing back pain and other ailments since the school year began, but it has come to the point where I need to seek further physical therapy and guidance from an orthopedic surgeon.

Mary Riedel, who has filled in for me many times in the past. will be on campus as the interim principal along with Matt Bell, who used to lead RHD in the '90s. Both can be contacted through the office or district email: (831) 646-6540, [mriedel@pgusd.org](mailto:mriedel@pgusd.org), [mbell@pgusd.org](mailto:mbell@pgusd.org). There may be a third administrator added later if Mary and Matt are unavailable.

I will miss our students, staff, and families immensely. I hope to come back rejuvenated, healed and able to lead RHD once again.

Please order a brick and participate in the CA Healthy Kids Survey as this is the last week to complete both.

CA Healthy Kids Survey for Parents (Send an email to me for a chance to win two tickets to the annual PG PRIDE Taste of PG Event. You will receive an "Out of Office" message, but I will let you know that I received it): <https://wested.ugam-apps.com/wested/ts/og8v>

**RHD brick orders from 2022 & 2023 have been finalized and uploaded onto the Laser Impressions Google Sheet.**

In order to complete the full rendering of the project:

- Sixty-four (64) 4 x 8 bricks are still needed
- One-Hundred-Thirty-Two (132) 8 x 8 bricks are still needed
- For every missing 8 x 8 brick, two 4 x 8 bricks will be needed to fill up space, so your support and brick purchase is needed to complete this project.
- **Orders will only be accepted until the end of January 2024 with checks or cash accepted at the RHD office - no mail orders.**

**Click on the attachment below to find order forms for...**

- 4 x 8 text only bricks = \$60
- 4 x 8 text with clip art bricks = \$70
- 8 x 8 text only bricks = \$80
- 8 x 8 text clip art bricks = \$90

**And Back by Popular Demand**

- 4 x 8 student artwork bricks = \$115
- 8 x 8 student artwork bricks = \$130

In Otter Ohana,

Sean Keller, RHD Principal  
[skeller@pgusd.org](mailto:skeller@pgusd.org)





**Last Chance January 2024 RHD Brick Sales.pdf**

[Download](#)

6.4 MB



### **RHD Upcoming Events**

**January 25** - PGUSD Board Meeting, 6:30 PM

**February 5-9** - Kindness Week

**February 8** - PGUSD Board Meeting, 6:30 PM

**February 12-19** - February Break (no school)

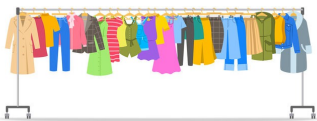
**February 20** - Return to School

**February 20** - PTA Dine Out, Monarch Pub & Restaurant, 5:00-8:00 PM

**February 20** - RHD Site Council Meeting, 3:30 PM

**February 20** - PTA Meeting, 6:30 PM

**February 26-March 8** - PTA, Book Week



### **Message from the Health Office**

If your child has borrowed clothes from Robert Down, please wash and return them.

#### **If your family has clothes to donate, we are looking for:**

1. Sweatpants with elastics waist bands (size 6-12)
2. Leggings (size 6-12)
3. Socks
4. Slip on shoes (size 10-4)

Thank you!

### **Office Reminders...**

1) Please have your child to school on time. Gates open at 8:30 AM. Warning bell rings at 8:40 AM.

**Final bell rings and instruction begins at 8:45 AM.** When a student is tardy it is disruptive to the office and classroom. In addition, students miss important information and announcements from their teacher first thing in the morning.



2) Did you know that you can report your child's absence with your ParentVUE app? Simply log into your ParentVUE account to send the office a message about why your child is absent.

**\* Ways to report a student absent \***

- a) ParentVUE app
- b) 24 Hour Absence Line (831) 646-6663
- c) Email Annie Deis at [adeis@pgusd.org](mailto:adeis@pgusd.org)

3) Please make sure to relay afterschool plans with your child **PRIOR** to the school day. The office and teachers are getting phone calls and emails from parents daily about what their child should do after school. This is disruptive.

---



### **Volunteer & Chaperone Clearance**

If you plan on being a **VOLUNTEER** on campus or a **CHAPERONE** for a field trip, please be sure you are fingerprint cleared with our district. To make an appointment at the District Office please contact Bree Nehring by calling 607-8892 or emailing [bnehring@pgusd.org](mailto:bnehring@pgusd.org)

Before coming to campus to volunteer, please check with your child's teacher to schedule a time that works best for them.

---



### **Robert Down Birthday Books**

This notice is to tell you about our **voluntary** program designed to build the RHD library and foster your child's love of reading.

**Here is how it works:** To join the Robert H. Down Birthday Book Club fill out the information below (scroll way down to the bottom of this message to print the Birthday Book forms) and deposit it in the Drop Box at school along with a check for \$20.00 (please make the check payable to the P.G.U.S.D. and write R.H.D. Birthday Book on the memo line).

When your child's birthday month comes around Ms. Scanlon will present a new book in honor of your child's birthday. Your child will be the first one to check out and read the book that has been

donated to the library to celebrate their birthday. A bookplate with your child's name will be affixed to the inside cover for all future readers to appreciate.



Birthday Book Club.pdf

[Download](#)

280.3 KB

## Flyers

RHD PTA presents  
Dine in Fundraiser:



15% of all the purchases will be donated to  
the Robert H Down PTA.

**Tuesday, February 20th**  
**5 - 8 PM**

The Monarch Pub and Restaurant  
617 Lighthouse Ave  
(831) 324-4987

Pacific Grove Unified School District neither endorses nor sponsors the organization or activity  
represented in this document.

**2023  
2024**

**ORDER  
YOUR  
YEARBOOK  
ONLINE  
NOW!**

**EASY ORDERING WITH YOUR  
MOBILE DEVICE.  
SCAN QR CODE WITH CAMERA APP**

**ROBERT H. DOWN  
ELEMENTARY**

**Purchase Now!!!  
Perfect bound book  
\$30.00  
Hard cover book  
\$35.00**

**2023-24 Yearbook - Buy one today!**

**Order Now!!! Sales end May 6th, 2024**

**Ad Cost Pricing**

**Full Page: \$100, 1/2 Page: \$50, 1/4 Page \$25, 1/8 Page \$15**



SCAN WITH PHONE

Yearbooks provided by

Don't wait to get your yearbook, this is *pre-sale only*.  
Limited quantity available

1. <https://plicbooks.com/go/KYRV59>

**Buy Now!**  
Debit/Credit

**RC** PREMIERSTUDIOS OF CALIFORNIA [www.premierstudiosca.com](http://www.premierstudiosca.com) • 559-274-9231





## **AFRO-LATIN JAZZ DANCE**

### **2024 Winter/Spring Classes**

Afro-Latin Jazz Dance 1, 2 & 3  
Ages 7-19 years

H.E.A.T.  
Ages 12-19 years

No auditions required for Level 1  
Auditions required for Levels 2, 3 & H.E.A.T

**Pacific Grove Recreation | 831.648.3134**  
**[www.cityofpg.org/recreation](http://www.cityofpg.org/recreation)**

Pacific Grove Unified School District neither endorses nor sponsors the organization or activity represented in this document.

---

**Anyone's Yoga Presents:**

**Lunchtime Yoga / Stretching / Relaxation  
w/ Mrs. Tobin**



**Come and learn to stretch and relax yoga style!**

**Where: Room C-3 (music room)**

**When: Lunchtime Recess on Wednesdays**

**Start Date: January 17, 2024**


**Bring your own mat if you like, or mats and a  
carpeted floor are provided.**

**Anyone can do this! First 15 students to arrive  
get a spot!**

---

FRIDAY

This institution is an equal opportunity provider. Menu is subject to change. A variety of milk is offered each day.

1	2	3	4	5
New Scratch Made Salsas served throughout the Week!				
8 NO SCHOOL	9 Corndog Macaroni & Cheese Carrot Fresh Fruit	10 Orange Chicken & Rice Grilled Cheese Broccoli Fresh Fruit	11 Cheeseburger/ Hamburger Homemade Bean & Cheese Burrito Corn Fresh Fruit	12 Domino's Cheese or Pepperoni Deli Sandwich Side Salad Fresh Fruit
15 Martin Luther King Holiday	16 Cheese Quesadilla Crunchy Beef Tacos Refried Beans Fresh Fruit	17 Orange Chicken & Rice Homemade Chicken & Cheese Taqitos Chef Choice Vegetarian Option Broccoli Fresh Fruit	18 Cheeseburger/ Hamburger Bean & Cheese Nacho Tater Tots or Corn Fresh Fruit	19 Domino's Cheese or Pepperoni Deli Sandwich Side Salad Fresh Fruit
22 Mozzarella Stuffed Breadsticks w/ Marinara Chicken Drumstick & Mashed Potato w/ Homemade Cole Slaw Corn Fresh Fruit	23 Corndog Macaroni & Cheese Carrot Fresh Fruit	24 Orange Chicken & Rice Grilled Cheese Broccoli Fresh Fruit	25 Cheeseburger/ Hamburger Homemade Bean & Cheese Burrito Corn Fresh Fruit	26 Domino's Cheese or Pepperoni Deli Sandwich Side Salad Fresh Fruit
29 Crispy Chicken Sandwich Cheese Lasagna Roasted Carrot & Tomato Fresh Fruit	30 Cheese Quesadilla Crunchy Beef Tacos Refried Beans Fresh Fruit	31 Orange Chicken & Rice Homemade Chicken & Cheese Taqitos Chef Choice Vegetarian Option Broccoli Fresh Fruit		







**JOIN THE GOOD NEWS CLUB®**

**IT'S FREE!**

**I Am Loved!**

**IT'S FUN!**

**Everyone Has Value!**

**Helps Me Do Right!**

**GOOD NEWS CLUB® (GNC™)**  
is an exciting, fun-filled weekly club for kids in which the Bible is clearly taught with songs, stories, games...

**WHO TEACHES THE CLUB?**  
GNC teachers are specially trained Christians concerned for the well-being of your child. All club workers are screened as required by Child Evangelism Fellowship® Child Protection Policy to ensure your child's safety.

**Thursday**  
-- only on full days of school --  
~~September 14~~ 2023- May 16th 2024  
**Nov. 9**  
**Time:** 2:00 PM- 3:30 PM  
**Location:** Robert Down Elementary School **-E-2**  
**Sponsor:** CEF NorCal Central Coast  
**Contact:** Janice Hare 831-601-2974  
**To Register:** Pick up a registration form in the office and bring to the club meeting.  
\*Pacific Grove Unified School District neither endorses nor sponsors the organization represented in this document\*.

 **CEF**  
CHILD EVANGELISM FELLOWSHIP®  
Since 1937  
Reaching children worldwide

The United States Constitution requires schools to respect the right of all external organizations to distribute flyers to students at school if the school permits any such organization to distribute flyers. Accordingly, the school cannot discriminate among groups wishing to distribute flyers at school and does not endorse the content of any flyer distributed at school. The school encourages parents to assist their children in making choices appropriate for them.

**This is not an activity of the school or the school district.**

V2.0

[CLICK HERE to ORDER RHD Spirit Wear](#)

**Otterly Adorable**













---





---

## Please Read: Allergy Alert Letter



**Allergy Alert Letter August 2023.docx.pdf**

[Download](#)

520.1 KB

Hello Robert Down Families,

This year, we have some schoolmates in grades 2 through 5 with life-threatening allergies to eggs, tree nuts, peanuts, and milk requiring Epi-Pen treatment if exposed to eggs and foods containing tree nuts, peanuts, and milk. To maintain the highest level of safety, all of the 2nd grade classrooms will be compulsory egg, tree nut, and peanut-free classrooms. We ask that all Second Grade classroom families not send foods to school with their child which contain tree nuts, peanuts, and eggs.

Mr. Keller will be discussing with all grade levels the importance of being safe at the lunch tables and not playing with milk cartons by purposely pouring liquids onto trays, onto the table tops or ground, and not stomping on cartons to hear them "pop". He will also share with students the importance of using hand wipes or washing hands after eating any food allergy products to keep playground equipment safe for all students.

The best way to determine if foods are allergy-free snacks is to read the label since most brands have a warning statement or allergen list. Be aware of phrases like this:

- May Contain Peanuts
- Processed on shared equipment with Peanuts
- Manufactured in a facility that also processes Peanuts
- Contains Peanut or Peanut Ingredients



In addition, we will encourage students to care for their food properly at school by not sharing food with others, not throwing food, and not carelessly spilling food onto others in order to eliminate food allergy exposure and cross contamination in eating areas shared by multiple grade levels.

The following resource link and attachment can assist you in teaching your children how to support friends with allergies and how to keep them safe.

<https://community.kidswithfoodallergies.org/blog/8-ways-to-teach-children-about-food-allergies>

Please feel free to contact me with any questions.

Thank you very much,

Katrina

~~~~~  
Katrina Powley, RN, BSN, CSN  
District School Nurse  
Pacific Grove Unified School District  
kpowley@pgusd.org  
Google Voice: (831) 275-5396

# How To **AVOID** a Food Allergy **REACTION**

The only way to **AVOID** having an allergic reaction is to **AVOID THE FOOD YOU'RE ALLERGIC TO**. That's why it's important to follow these rules.



**Wash your hands**  
before eating.



**Don't share**  
food or drinks.



**Read labels twice** or  
ask an adult. **NO**  
**LABEL? DON'T EAT IT!**



**Always tell** whoever  
is making your food  
about your food allergy.



**Don't take chances.**  
If you don't know what's  
in your food, **DON'T EAT IT.**



# Food Allergy MYTHS



**MYTH:** Eating a little bit of a food you're allergic to won't hurt.

**FACT:** For someone with a food allergy, **even a small amount** of a food allergen can cause a **serious allergic reaction**.

**MYTH:** Peanut allergy is the most dangerous food allergy.

**FACT:** Any food can cause an allergic reaction. **No single food allergy is more dangerous than another.**

**MYTH:** Food allergies are not serious.

**FACT:** Food allergies are **VERY serious**. People with food allergies must be careful about what they eat **all the time** and **always be prepared for an allergic reaction**.

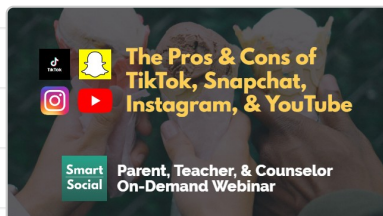
**MYTH:** A food allergy always develops in childhood, then you're stuck with it for life.

**FACT:** A person can develop a food allergy **anytime**, even as an adult. **Kids may outgrow a food allergy**, especially allergies to milk, egg, soy, and wheat.





## SmartSocial



### AI Parent Training For Students

The SmartSocial Parent, Teacher & Counselor forum will teach you the hidden safety features of TikTok, Snapchat, Instagram, Fortnite, Netflix, YouTube & More

[smartsocial.com](https://smartsocial.com)

# Making Screen Time Fun

while reducing the negative impact

**Live Virtual  
Event  
Taught by  
Students &  
Experts**



# Tools for the Journey

Creating a World of Kind, Connected Human Beings



## Breathing

*I calm myself and check-in.*

## Quiet/Safe Place

*I remember my quiet/safe place.*



## Listening

*I listen with my ears, eyes, and heart.*

## Empathy

*I care for myself. I care for others.*



## Personal Space

*I have a right to my space and so do you.*

## Using Our Words

*I use the "right" words, in the "right" way,  
at the "right" time, for the "right" reason.*



## Garbage Can

*I let the little things go.*

## Taking Time

*I take time-in and time-away.*



## Please & Thank You

*I treat others with kindness and appreciation.*

## Apology & Forgiveness

*I admit my mistakes and work to forgive yours.*



## Patience

*I am strong enough to wait.*

## Courage

*I have the courage to do the "right" thing*



*Practices of a Peaceful Warrior*



**TOOLBOX**  
BY DOVETAIL LEARNING

© 2017 DoveTail Learning. All rights reserved.

[www.dovetaillearning.org](http://www.dovetaillearning.org)

## Every Otter SWIMS – RHD Behavior Expectations



## Robert H. Down Elementary Behavioral Expectations

### Every Otter SWIMS

|                                         | Hallways/Restrooms                                                                                                                                                       | Cafeteria/Lunch Area                                                                                                                                                                             | Playground/Field                                                                                                                                                                         | Arrival/Dismissal                                                                                                                                                                     | Classroom/Otteritorium                                                                                                                                                                     | Toolbox Tools                                                                                                                                            |
|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Show Respect</b>                     | <ul style="list-style-type: none"> <li>Walk Slowly on the right side</li> <li>Use positive words with others</li> <li>Respect the space and needs of others</li> </ul>   | <ul style="list-style-type: none"> <li>Stay Seated</li> <li>Stay in a single file line while waiting</li> <li>Keep your hands and feet to yourself</li> <li>Ask permission</li> </ul>            | <ul style="list-style-type: none"> <li>Show good sportsmanship</li> <li>Use appropriate language</li> <li>Respect the space and needs of others</li> </ul>                               | <ul style="list-style-type: none"> <li>Arrive on time</li> <li>Follow the rules if riding the bus/using bike/scooter</li> <li>Use crosswalks</li> <li>Be safe on sidewalks</li> </ul> | <ul style="list-style-type: none"> <li>Speak and listen carefully</li> <li>Clean up work areas and desk area</li> <li>Let the little things go</li> <li>Show gratitude</li> </ul>          | <ul style="list-style-type: none"> <li>Please and Thank You</li> <li>Using Your Words</li> <li>Garbage Can</li> <li>Be Safe</li> </ul>                   |
| <b>Work Hard</b>                        | <ul style="list-style-type: none"> <li>Be quiet while in transition</li> <li>Make good decisions</li> <li>Keep school clean</li> <li>Voice Level: 0</li> </ul>           | <ul style="list-style-type: none"> <li>Use manners</li> <li>Sit with others and get to know new people</li> <li>Keep school clean</li> <li>Voice Levels: 0-2</li> </ul>                          | <ul style="list-style-type: none"> <li>Walk on blacktops at all times</li> <li>Be a problem solver</li> <li>Try all games/ areas</li> <li>Voice Level: 3</li> </ul>                      | <ul style="list-style-type: none"> <li>Wait outside with patience</li> <li>Enter building quietly and in your line</li> <li>Voice Level: 0-2</li> </ul>                               | <ul style="list-style-type: none"> <li>Embrace academic struggle</li> <li>Listen with your eyes, ears, and heart</li> <li>Voice Level: 0-2</li> </ul>                                      | <ul style="list-style-type: none"> <li>Patience</li> <li>Listening</li> <li>Breathing</li> <li>Perseverance/Grit</li> </ul>                              |
| <b>Increase Integrity</b>               | <ul style="list-style-type: none"> <li>Go directly where you need to be</li> <li>Be honest and respectful with peers and adults</li> <li>Keep restrooms clean</li> </ul> | <ul style="list-style-type: none"> <li>Raise your hand for assistance</li> <li>Be prepared to eat &amp; don't leave any items inside building</li> <li>Cleanup after yourself</li> </ul>         | <ul style="list-style-type: none"> <li>Admit when it is not your turn or are out</li> <li>Follow game rules and do not make up new ones</li> <li>Praise others for their play</li> </ul> | <ul style="list-style-type: none"> <li>Have all your needed materials</li> <li>Be aware of responsibilities and behavior expectations for all activities</li> </ul>                   | <ul style="list-style-type: none"> <li>Be engaged during instruction</li> <li>Be prompt, prepared, and ready to learn</li> <li>Do your own work and not depend on AI/technology</li> </ul> | <ul style="list-style-type: none"> <li>Apology &amp; Forgiveness</li> <li>Empathy</li> <li>Be Kind</li> </ul>                                            |
| <b>Make a Difference</b>                | <ul style="list-style-type: none"> <li>Keep hands and feet to yourself</li> <li>Show genuine care for RHD</li> <li>Respect the space and needs of others</li> </ul>      | <ul style="list-style-type: none"> <li>Eat all your food to reduce waste</li> <li>Separate food scraps, recycling, &amp; waste</li> <li>Respect all staff members providing direction</li> </ul> | <ul style="list-style-type: none"> <li>Walk away from a conflict and inform an adult</li> <li>Show genuine care for others—look out for the Buddy Bench</li> </ul>                       | <ul style="list-style-type: none"> <li>Respect all staff members providing direction</li> <li>Make safe decisions while walking/riding to and from school</li> </ul>                  | <ul style="list-style-type: none"> <li>Care for equipment and supplies</li> <li>Clean up work areas and desk area</li> <li>Take risks and learn new things</li> </ul>                      | <ul style="list-style-type: none"> <li>Taking Time</li> <li>Personal Space</li> <li>Quiet Safe Place</li> <li>Be Your Personal Best Every Day</li> </ul> |
| <b>Stand Up for Yourself and Others</b> | <ul style="list-style-type: none"> <li>Do the right thing</li> <li>Share if someone is making a mess or does not flush</li> <li>Respect others' stuff</li> </ul>         | <ul style="list-style-type: none"> <li>Do the right thing when no one is watching</li> <li>Bring food that does not cause allergic reactions, especially PB &amp; J</li> </ul>                   | <ul style="list-style-type: none"> <li>Tell the truth and accept the results</li> <li>Seek assistance to resolve problems: <b>Stop, Walk, Talk</b></li> </ul>                            | <ul style="list-style-type: none"> <li>Walk and be safe inside or outside buildings</li> <li>Ask an adult staff member for help if someone needs a ride</li> </ul>                    | <ul style="list-style-type: none"> <li>Include all students in groups and activities</li> <li>Give your best effort on homework</li> <li>Try new ways to learn</li> </ul>                  | <ul style="list-style-type: none"> <li>Courage</li> <li>Be an Upstander</li> <li>Looking Out (for Others) Tool</li> </ul>                                |

## Robert Down Elementary School

Website: <https://robertdown.pgusd.org/>

Location: [485 Pine Avenue, Pacific Grove, CA, USA](#)

Phone: (831) 646-6540



**Robert Down Elementary School**

is using Smore to create beautiful newsletters

Created with  **smore**

**Communicate quickly and effectively with interactive newsletters.**

Smore empowers educators to connect with their community, streamline school communications, and increase engagement.

[Create a newsletter](#)

