



# Robert Down Principal's Update

August 1, 2023

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## Principal's Message

Good Afternoon RHD Families -

Welcome back RHD families and a grand "Aloha" to our new families joining our Otter Ohana! I hope this summer has provided rich opportunities to take in the sites locally and beyond. Personally, my wife and I made a quick trip to Eugene, Oregon for a family friend's high school graduation, and I flew to Las Cruces, New Mexico to honor the life of my uncle. It was bittersweet, but a great opportunity to see extended family and reconnect. Other than that, I've have a "staycation" on our lovely neck of the woods. I figure if some people travel thousands of miles to see the Monterey Peninsula, then I should enjoy it as well.

Welcome to our new staff members:

- TK Instructional Assistant - Lauren Banaszek
- Garden Coordinator - Heidi Feldman
- Daily Substitute - Taylor Copeland
- Occupational Therapist Job Share - Lauren Heflin
- Itinerant Resource Specialist - Josh Altamirano
- 5th Grade Instrumental Music - Alan Durst

- Part-time Intervention Teacher - Alyssa H. [redacted] ell
- 1st Grade Job Share - Katie Spadoni

### Welcome Back to Returning Staff and Those Changing Positions:

- Kindergarten Job Share - Laura Smith, formerly 4th grade
- 2nd Grade - Anna Darnell, returning to RHD
- 4th Grade - Janet Bingham, formerly 2nd grade job share
- Occupational Therapist - Megan Roach, returning to RHD
- School Psychologist - Thalia Jones, previously at Forest Grove
- Mild-Moderate SDC Classroom - Andrea Webb, previously RHD SPED Paraprofessional
- Mild-Moderate SDC Paraprofessional - Kyle Villavincencio, returning to RHD

Our staff looks forward to seeing you soon. School begins on Wednesday, August 9th at 8:45 AM. Gates will open at 8:30 AM. Drop off zones should not be used as parking spaces that morning and will be marked with orange cones: On Pine Ave. next to our new TK building and in back of campus near Gate A on Spruce between 12th and 13th streets. Please park away from campus and get your steps in if you want to walk your student to a gate. We will be asking PGPD to monitor the area for safety.

We're asking families not to use Gate B (Spruce & Fountain) in the mornings as we do not have the personnel to monitor the area. Please drop off your student or have them walk to Gate A (Spruce & 13th), Gate C (Near TK building - formerly the Co-Op), or Gate D (On Pine near ramp and the little schoolhouse library).

### Updated Schedule Announcement

On Mondays, Tuesdays, Wednesdays, and Fridays RHD releases TK and Kindergarten students are released at 2:10 and 1st-5th grade students at 3:10 PM and on Thursdays all students are released at 1:55 PM for staff collaboration time.

If you are in need of the Before and After School Recreation Program (BASRP), please reach out to Darryl Smith at [darryl.smith@pgusd.org](mailto:darryl.smith@pgusd.org) or go to our website <https://robertdown.pgusd.org/Parents/B-A-S-R-P-/index.html>

Please remind students that ride bikes or scooters to walk them around campus and outside on the sidewalk to remain safe - and especially wear a helmet.

Speaking of Safety - I will be hosting my annual Parent Safety Morning the first day of school, weather permitting, at the lunch tables around 8:50 AM. Once the bell rings and students are escorted to classrooms, I will let parents in at Gates A and D. If it is too cold, we will go inside to the Ottertorium.

**Please review the reminders below**



- A Meet & Greet for TK, Kindergarten and 1st grade families will be on August 8, from 12:30-1:30 PM. Please see the flyers below.
- Class Lists will be posted on August 8 at 12:00 PM. Students who are not fully registered will not appear on a class list.
- Info on Spirit Wear <https://fieldofdreamsdesigns.com/client-shops/RHD-Otters>
- Student Supply List online: <chrome-extension://efaidnbmnnnibpcajpcgiclfefindmkaj/https://robertdown.pgusd.org/documents/Parents/RHD-Student-Supply-List-23-24.pdf>
- Please label all outerwear and food containers so they can be returned to their owner. Let's keep the Lost and Found empty this year. One can dream.
- A new RHD 23-24 Calendar is online. Click on the blue calendar icon to see what events are happening.
- The RHD and Forest Grove PTAs will be hosting our First Annual 5th Grade Sunrise event on Saturday, August 12th where students will make goals for the year and interact with their future PGMS classmates. Time and Location TBD.
- Back to School Night will be on Wednesday, August 16th with the Principal's Address at 6:15 PM and Classroom visitations at 6:30 PM and 7:00 PM. Food trucks will be available for dinner and students may play on the playground. PGUSD middle and high school volunteers will be earning community service and supervising students that attend outside on the playground and field. Only parents/guardians should attend the classroom visits.

I look forward to seeing our families and meeting the newcomers soon.

In Otter Ohana,

Sean Keller, RHD Principal  
Google Voice (831) 275-0083

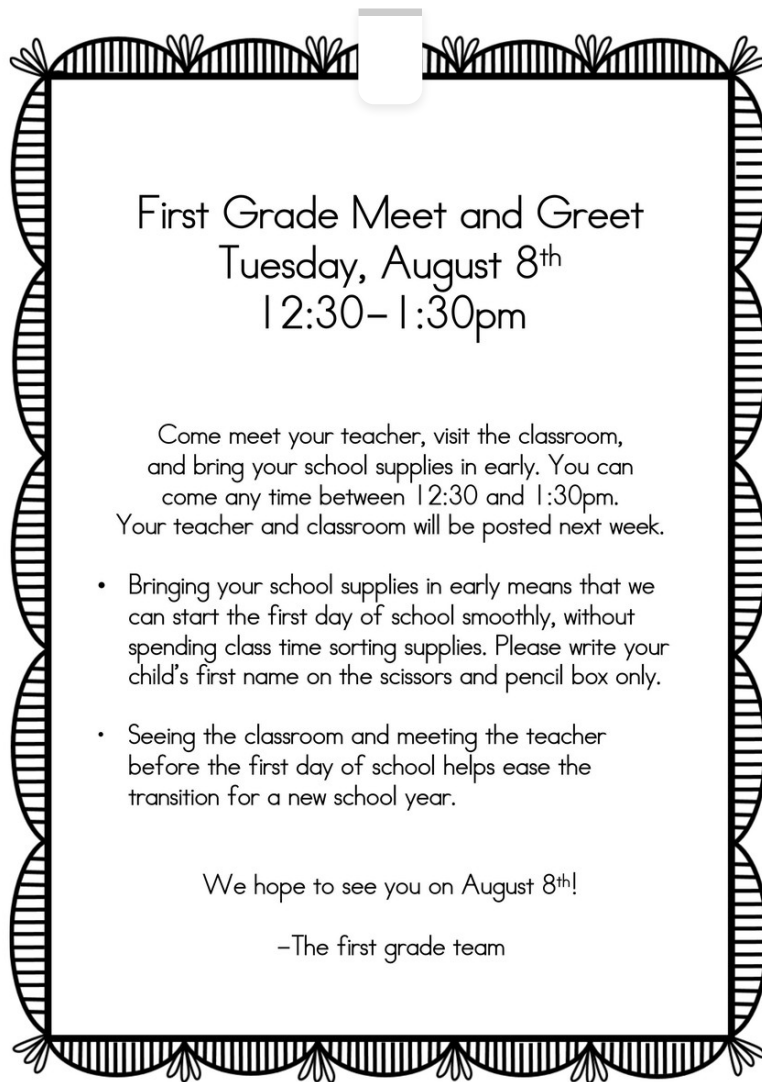


**TK & Kindergarten Meet & Greet**  
**Tuesday,**  
**August 8th**  
**12:30-1:30**

**Come meet your teacher and classmates. Come see  
your classroom. We can't wait to meet you.**  
Kinder teacher and room assignments will be posted next week.







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**CLICK HERE to ORDER RHD Spirit Wear**

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### **RHD Upcoming Events**

August 3 - PGUSD Board Meeting: [Zoom Link](#) Meeting ID: 814 3559  
0362 Passcode: 358008

August 8 - Class Lists will be emailed to families at 12:00 PM, and posted on the front doors of RHD

August 8 - Meet & Greet for TK , Kindergarten & 1st Grade families ONLY, 12:30-1:30 PM (bring school supplies!)

August 9 – First Day of School, Welcome Back!

August 10 - Thursday Bell Schedule, every Thursday all students dismissed at 1:55 PM  
August 12 - 1st Annual 5th Grade Sunrise Event Celebrating Goals and Having Fun with Forest Grove 5th Graders. Location and Time TBD.  
August 16 – Back to School Night (Principal’s Message: 6:15 PM, Session 1: 6:30-7:00 PM, Session 2: 7:00-7:30 PM)  
August 17 – PGUSD Board Meeting, 6:30 PM  
August 19 – PTA Mix & Mingle, Wave Street Studio, 6:00-10:00 PM (Adult Only Event)  
September 4 – Labor Day Holiday, No School  
September 7–PGUSD Board Meeting, 6:30 PM  
September 16 –PG PRIDE, Walk with Pride Event, Lovers Point 9:00 AM–12:00 PM  
September 20 –School Picture Day

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### 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 call Kimberly Ortiz at 646-6553.

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

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### 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.

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## 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

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# Tools for [redacted] 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

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www.dovetaillearning.org

## ToolboxParentWkshopHandout.pdf

[Download](#)

885.8 KB

## Flyers



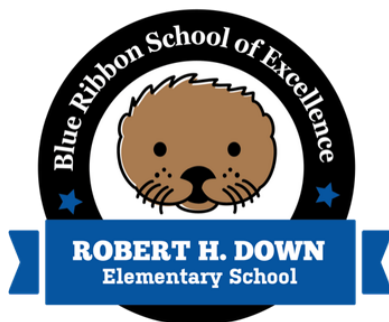


## Robert Down Elementary School

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

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

Phone: (831) 646-6540



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