

Forest Grove Elementary School Falcons



2026-2027

Parent-Student Handbook

Principal's Message



Dear Forest Grove Families,

We are excited to welcome you to Forest Grove Elementary School, and on behalf of our entire staff, I thank you for entrusting us with the education of your child. Since 1959, our school has been delivering a top tier educational program in a loving atmosphere where caring professionals work daily to develop the whole child. While we place an emphasis on providing a rigorous academic program securely rooted in the California Content Standards, we are ever mindful that our first job is to teach students to love learning and develop character traits that lead to good citizenship. Simply put, we want our students to grow into good people who live happy lives.

Our teaching staff embodies a blend of seasoned professionals and youthful enthusiasm. This combination of rich experience and fresh ideas makes for a dynamic educational atmosphere for students and adults. Our first priority will be to establish a safe, positive, and engaging learning environment. When these three elements are present, students can focus on learning and will look forward to coming to school each day.

All of our aides, custodians, food service workers, and office staff share this same affinity for children. Many of our support personnel have been at our school for more than 10 years because they enjoy working with students and recognize that Forest Grove is a special place.

Our staff uses a social emotional learning program called The Toolbox. The 12 tools for social interaction and resilience will be taught to all of our students and implemented across all educational settings. Our goal is to have a common language to help students learn to build positive relationships and handle conflict effectively when it arises.

We look forward to partnering with our parents in the education of your children. To that end, we encourage you to read this entire student-parent handbook, so you can familiarize yourself with our routines and rules. Our handbook is packed with valuable information and many answers to your questions are found in these pages.

We are all proud to be Falcons, and whether your child is returning to Forest Grove or a newcomer to our nest, we believe that your child will soon learn to soar.

Go Falcons!
Abbie Arbrun, Principal
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Core Value Statements

At Forest Grove, everything we do begins with one simple belief: **we're better together.**

Creating a school where every child feels seen, supported, and inspired takes all of us—students, families, and staff working together as one team. While we are always striving to improve, our commitment to our students never changes.

Our work is grounded in what we call a **Culture of We**. This means that every decision we make is guided by three core values:

- **Belonging** – Every child deserves to feel welcomed, included, and connected.
- **Safety** – Every child deserves a learning environment where they feel physically and emotionally safe.
- **Growth** – Every child deserves the opportunity, support, and encouragement to learn, grow, and reach their full potential.

These values are more than words on a page—they are the foundation of who we are and what we strive to create every day at Forest Grove.

Our Commitment to Your Family

As your principal, I can promise you three things:

- **We will partner with you** to support your child's academic, social, and emotional growth.
- **We will work together as a team** to provide a school experience where every student can learn, thrive, and discover their strengths.
- **We will foster a safe, respectful, and inclusive environment** where every member of our school community feels valued.

These commitments guide our work every day. They are at the heart of why we chose this profession and why we are so passionate about serving our students.

We Need Your Partnership

One of the most important ways you can support your child is by communicating with us.

If at any point your child is struggling, feels unsupported, or has an experience that concerns you, please reach out to your child's teacher or to me directly. We care deeply about every student, but we can't address concerns we don't know about. We don't expect to be perfect, but we do promise to listen, work together, and do everything we can to make things right. Your perspective is invaluable, and your partnership helps us create the best possible experience for every child. Thank you for trusting us with your children. We are honored to be part of their journey, and we look forward to another wonderful year of learning, growing, and soaring together.

Love, Principal Arbrun

Core Value Statements

Regarding Students:

We believe that all students are best served when each feel that he/she is valued and appreciated as an important citizen of our school and community. Further, we know that all students enjoy success in learning and acknowledgement of their achievements. To that end, we will provide the time, methods and materials necessary to support our students as they strive toward their full potential.

Regarding Staff:

We believe that all staff members work best in a friendly, positive, and mutually supportive environment – one which fosters collaboration and professionalism. We agree to work toward consensus, differ respectfully, and treat one another as we ourselves wish to be treated.

Regarding Parents:

We believe that parents are our partners in educating their children. We strive to create an atmosphere where honest, open, two-way communication with parents takes place. This is an essential element in providing a successful learning experience for all students.

Regarding Community:

As educators, we believe that we should broaden our experiences toward providing for the thoughtful service to and stewardship of local and global communities. Further, we feel that we have an obligation to serve as role models for our students in this regard.

Bell Schedule 2026-27

TK & Kindergarten Regular Schedule	
8:40	School starts
8:40– 9:30	Instruction
9:30 – 9:45	Snack
9:45 – 12:00	Instruction*
12:00 – 12:55	Lunch /*recess
12:55 – 1:55	Instruction
1:55	Dismissal
* Kindergarten recess times will vary according to class needs.	



1st – 5th Grades Regular Schedule	
8:40	School starts
8:40 – 10:15 Grades 4 & 5	Instruction
8:40 – 10:30 Grades 1, 2 & 3	Instruction
10:15 – 10:25 Grades 4 & 5	Recess
10:30 – 10:40 Grades 1, 2 & 3	Recess
10:25 – 12:10 Grades 4 & 5	Instruction
10:40 – 12:10 Grades 1, 2 & 3	Instruction
12:10 – 12:55	Lunch / recess
12:55 – 1:55 ALL	Instruction
1:55 – 2:05 ALL	Recess
2:05 – 3:10 ALL	Instruction
3:10	School Dismissed

Thursday Schedule (1st – 5th students)	8:40 a.m.	School Starts
	1:55 p.m.	School Dismissed

Minimum Day Schedule (all students)	8:40 a.m.	School Starts
	12:10 p.m.	School Dismissed

Forest Grove Elementary School Calendar 2026-27

August	4	Tuesday	All Grades - Meet and Greet, 3:00-4:00pm
	5	Wednesday	First Day of School
	19	Wednesday	School Picture Day
	20	Thursday	Back to School Night, 6:00-7:00pm
September	7	Monday	Labor Day (no school)
	12	Saturday	PG PRIDE Walk with PRIDE, Lovers Point
October	3	Saturday	Butterfly Parade
	9	Friday	Minimum day, release at 12:10
	12-16	Mon-Fri	Fall Break (no school)
	21	Wednesday	Picture Re-Takes
	30	Friday	Halloween Parade, PGHS
November	2-6	Mon-Fri	Parent Teacher Conferences
	10	Tuesday	Veterans Day Breakfast
	11	Wednesday	Veterans Day Holiday (no school)
	13	Friday	Ruby Bridges Walk to School Day
	25-27	Wed-Fri	Thanksgiving Holiday (no school)
December	9	Wednesday	Winter Music Program, PGMS, Times TBD
	18	Friday	Minimum Day
	21-31	Mon-Thurs	Winter Break (no school)
January	1	Fri	Winter Break (no school)
	4	Monday	Teacher Prep Day (Non Student Day)
	18	Monday	Martin Luther King, Jr. Holiday (no school)
	21	Thursday	100th day of school celebration
February	1-5	Mon-Fri	Kindness Week
	15-19	Mon-Fri	Presidents' Holiday (no school)
	24	Wednesday	5th Grade Panoramic Photo
March	1-5	Mon-Fri	Parent Conferences, TK/K all week. Gr. 1-5 W/TH/F
	2	Tuesday	Read Across America Day
	3	Wednesday	5 th Grade Parent Orientation, PGMS Auditorium 6:00pm
	10	Wednesday	Spring Pictures
	15	Monday	Professional Development Day (non-student day)
	24	Wednesday	PGUSD TK/Kindergarten Parent Orientation 6:00pm
April	15	Wednesday	Month of the Military Child, Purple Up!
	9	Friday	Minimum Day
	12-16	Mon-Fri	Spring Break (no school)
	TBA	TBA	Volunteer appreciation celebration
May	29	Thursday	Open House, 6:00-7:00pm
	3-14	Mon-Fri	CAASPP/SBAC Assessment Window
	21	Friday	5 th Grade PGMS Student Orientation 9:00 AM, PGMS
	21	Friday	Falcon Fest
	27	Thursday	5 th Grade Promotion, 1:00pm
	28	Friday	Last Day of School, Minimum Day

Arrival and Pick-up Times

Children should not arrive at school before 8:30 a.m. as there is no adult supervision. All students should go home immediately following the dismissal bell. Students arriving before 8:30 a.m. or not picked up 10 minutes after the dismissal bell will be sent to daycare for supervision. Parents/Guardians will be charged \$10.00 per hour (or any fraction thereof) for emergency day care services. Charges for emergency day care services are due and payable on the day of the occurrence. The warning bell rings at 8:37 a.m. Students are tardy if they are not in their classrooms at 8:40 a.m. and truant tardy if late 30 or more minutes (after 9:10 a.m.) without a doctor's note or verification from guardian (See Punctuality, Attendance and Tardy Policy for more information). Please remind your child that, if tardy, they must check in at the office before proceeding to class.

Campus Access: Gates Opened and Locked

Gates will be unlocked before school for student drop off and locked at 8:40 a.m. All parents and non-Forest Grove Elementary children should leave campus until gates are reopened at 3:10 p.m. for the final bell dismissal if older siblings are still in school. No students should be left unsupervised after school; they will be checked into the BASRP program if no parent is present. Gates will be unlocked for community use after 4:30 p.m., over the weekend, and during school breaks. Adults should never ask students to open gates for convenience from the inside or ask students to climb over fences or reach through/under gates to unlock handles. Please help keep Forest Grove safe at all times.

Attendance/Procedure for Parent to Explain Absences

Each time your child is absent please call the absence line (646-6559 ext. 222) **prior to 9:00 a.m.** Regular and prompt attendance is important to success in school. Chronic attendance problems will result in a meeting with the principal and a possible referral to the District Attorney's Truancy Abatement Program. Homework should be requested on the absence line when reporting the student's absence. Homework will be available in the homework basket located in the school lobby between 3:30-4:30 p.m. Please do not send your child to school sick as they are likely to infect others. Monterey County Office of Education policy states that a student must be fever- and vomit-free for 24 hours before returning to school.

Student Attendance Policy/Board Regulation 5113

Pacific Grove Unified School District adheres to a strict attendance policy. "Parents or guardians of children aged six to 18 are obligated to send their children to school unless otherwise provided by law. The Board shall abide by all state attendance laws and may use appropriate legal means to correct the problems of excessive absence or truancy." A 24-hour voicemail system is available for calls at 646-6559 ext. 222. All absences must be cleared by a telephone call or note from the parent/guardian within 72 hours of the absence. It is important to advise the office as well as your child's teacher. Parents/Guardians may verify student illnesses up to 14 days throughout the school year before a note from a doctor/clinic is required, including students who arrive at school after 9:15 a.m. for an illness/medical appointment or for an all-day absence for illness or medical appointment – or combination thereof. Each subsequent absence (15 or more) requires a note from a doctor/clinic.



Punctuality

It is vitally important that children arrive at school on time. It is a disruption to the entire class when a student arrives late. The student misses out on vital information as well as having a beneficial start to the day. Letters will be sent to parents if their child is tardy seven times or truant tardy three times (late after 9:10 A.M./30 minutes or more).

Truancy Mediation

Forest Grove Elementary participates in the Truancy Mediation Program through the Monterey County District Attorney's Office. After three unexcused/unverified absences, the school is mandated to report these absences to the Monterey County District Attorney's Truancy Mediation Program and parents will receive a letter warning about further attendance violations. A mandated parent meeting with the principal will result if unexcused absences/truant tardies continue, along with a letter from the District Attorney's Office warning families about possible fines if students do not begin to arrive on time or attend school. The entire Regulation #5113 regarding Absences and Excuses may be viewed online at pgusd.org under Board Policy.

Tardy Policy

Any students arriving late to class are considered tardy. Students arriving to school more than 30 minutes late or students leaving school early without presenting a valid written excuse from a doctor, dentist, or orthodontist are considered truant, and report as an unexcused absence. All students arriving late to campus must report to the office before going to class. Students leaving school must be signed out at the office by a parent or an adult listed on the student's emergency card.

Excused Absences

The State of California considers illness, medical appointment, and the funeral of an immediate family member to be excused absences. Fourteen excused absences due to illness are allowed per year. After the 14th excused absence, an illness will be considered excused only if documented by a physician. Absences beyond the 14th that are not excused by a physician's note will be considered unexcused absences.

Unexcused absences

Any absences not covered in the categories listed above are considered unexcused absences. This includes vacations, out of town trips, personal reasons, and any unverified absence.

Allowable Credit Due to Unexcused Absences/ Independent Study (IS)

Parents or guardians may be allowed, on a limited basis, to have students submit preapproved class work or assignments for partial or full credit due to an unexcused absence. To ensure that your request is received, the parent/guardian should submit their request to the school office at least two weeks in advance of the absence. The written request should be directed to the school principal, not the classroom teacher. Please use the link below to submit your request.

- a. Approval for allowable credit due to an unexcused absence may be granted for up to fifteen (15) days per school year if the absence is due to business or travel that has demonstrable educational value and the student's academic progress will not be impeded as a result.
- b. Teacher and Administrative pre-approved student absences for school-sponsored events may be eligible for full credit outside of the allowable days noted in (a) above.
- c. The maximum number of days of allowable credit shall be fifteen (15) days per school year, except in unusual circumstances.
- d. Make-up work and/or tests may not be provided for unexcused absences in excess of the established limits.
- e. To be considered for allowable credit due to an unexcused absence, please fill out an Independent Study Request Form found online at the following links: [Forest Grove Justifiable Absence Request for Short-term Independent Study](#)

Attendance Codes

I - Excused for illness, injury, doctor and dental appointments (no doctor or dental notes on file)	A Unverified—Waiting for parent verification
M - Excused for medical or dental reason with a note from the doctor or dentist	E Excessive absence over the 14 day limit for illness without medical or dental notes on file
B - Bereavement of immediate family member	V School sponsored activity or appointment
Q - Quarantine, usually for medical reasons	H Home hospital absences
R - Religious holiday	T Tardy--Unexcused up to 30 minutes
S – Suspension	X Tardy—Excused Must be validated with written documentation
L - Allowed by parent, but <i>unexcused by the state</i> , for family necessity or emergency, appointments other than medical or dental, or out of town travel, that was not approved by the administration ahead of time	C Truancy, or intentional absence by the student over 30 minutes, during any part of the school day, that is not excused

Visitors

For the safety and best interests of all concerned, visitors, including volunteers and parents, must enter through the front of the school and check in with the office before going to classrooms, performances, or the playground. Please make sure you sign in and wear a visitor badge while on campus, and be sure to sign out when you leave.

Medications at School

Children may not bring medications of any kind to school unless there is a completed physician authorization form on file at school. If your child needs to have medication regularly administered during school hours, please pick up a form at the office. This includes “over the counter” medications. Please do not send your child to school with aspirin, cough drops, allergy medicine, etc. If you have

questions, please call our site Health Clerk at 831-646-6558 or District Nurse Katrina Powley (831) 646-6514.

Oral Health Assessment

To make sure your child is ready for school, California Education Code **now requires** that your kindergarten or first grade child has an oral health assessment (dental check-up) by May 31, in either of those grades (whichever is his/her first year of school). Assessments that have happened within the 12 months before your child enters school also meet this requirement. The assessment must be done by a licensed dentist or registered health professional. A waiver is also available. If you did not complete the verification of this oral health assessment when you completed your child's registration packet, please contact our health clerk at 646-6568 and she can provide you with any information you may need to complete the process.

Emergency Messages

All contacts with the classroom during the school day should go through the office. **Messages for children should be for emergency only.** Keep in mind each time the office has to call a classroom with a message, it interrupts instruction time. Make sure that your child has a lunch or has lunch money available on his/her lunch card. Please be certain that after school plans are made ahead of time and communicated to your child.

Lost and Found

Labels on clothing, lunch boxes, eyeglass cases, etc. help recover lost articles. Lost items will be sent to the office. "Found" clothes will be placed on our clothes rack in the cafeteria. During our winter break, spring break and after school is out in June, we will give the remaining clothes to a local charity. Please try to help children keep track of their things.

Dress Code

A students' dress and appearance should be compatible with an effective elementary learning environment. Clothes and shoes should allow for free movement during recess and P.E. Hats may be worn outside buildings only unless worn for religious purposes. Likewise, sunglasses may be worn only outside buildings. Inappropriate words, sponsors, pictures, sagging pants, exposed underwear, and revealing clothing are not allowed. A student may be asked to call a parent/guardian if they are not following the dress code so appropriate clothing can be brought to school.

Falcon Fridays

Students, staff, and parents are encouraged to wear Forest Grove Spirit Gear (available for purchase through the PTA) or Forest Grove GREEN on Fridays and at school – wide events.

Electronic Devices/Cell Phone Policy and Regulation

Per Board Regulation §5131.8, except with prior consent for health reasons, electronic signaling or imaging devices must be turned off and put away throughout the school day in a student's backpack. These include, but are not limited to, cell phones, gaming devices, smart watches with the ability to audio or video record. Students may not carry excluded electronic devices with them on campus during the school day without expressed permission from the principal. These items must be turned off and stored during regular school hours and may not be used inside the school. These items may only be used outside the school building before and after school. These items are the most commonly lost or stolen items at school, and we cannot and will not be responsible for such items. We strongly recommend that you keep all valuable items at home.

Devices are not to be used during the school day for phone calls. PLEASE DO NOT CALL OR TEXT YOUR STUDENT DURING THE SCHOOL DAY. Call the office and we will quickly contact your student. Phones are located in each classroom that students may request to use. On those days when a particular lesson or project would be enhanced with such devices, the teacher will notify the parents and students that they are allowed to bring their device to school. These devices will be collected and stored by the teacher on that day. Activity trackers have been approved by the district to be used; these are devices that do not have the ability to call/text nor provide camera/video options such as Fitbits, Garmins, etc. PGUSD Technology.

Any time a student found to be using a cell phone or other electronic device, or with the item on or out during the school day, will receive a disciplinary intervention.

- First offense, the student will be issued a warning, and may reclaim the item no sooner than the end of the school day from the teacher and a parent will be contacted.
- Second offense, the student will be issued a referral and the parent must pick up the item from the Principal.
- Third offense, the student will be issued a referral, a parent conference will take place with the Principal, and the student will lose the privilege of having the cell phone/device on campus for the remainder of that quarter. Phone storage agreements will be made at the parent conference.

Responsible Use Agreement

During online registration, parents and guardians should discuss the PGUSD Technology Responsible Use Agreement with their student(s). This agreement explains the responsibilities of students while they are using the District's Google Suite products in addition to any district or school purchased software. Emails and documents should be used for academic purposes only. Please note that all

district owned technology and software is checked regularly by our site technicians and Securly, our student safety and wellness filter and monitoring program. We urge families to sign up to smartsocial.com to help their students navigate their outside social media and phone use as well.

General Guidelines

1. Parents are asked to wait for their children in front of the school by the office or in the back of the school at dismissal time for pick up. Please do not go to your child's classroom to pick him/her up at any time of the school day. This is to help ensure campus security. If you require an "early pick up" please come to the office, sign him/her out and we will have your child sent from class.
2. Bicycles and skateboards will be walked on all parts of the school campus, including the sidewalk in front of school. Bikes should be parked in the provided bicycle racks. Bike locks are strongly recommended. Rollerblades are discouraged but if they must be used, they have to be taken off before entering school grounds. California law currently requires children to wear helmets while riding bikes, scooters, skateboards or skates. Wearing pads can also protect from cuts and scrapes. Parents, please review traffic and safety rules with your child so their trip to and from school will be safe. Regular shoes must be worn on school grounds. Wheeled shoes are acceptable footwear, but the wheels may NOT be used at school in the hallways or on the playground.
3. Toys are to remain at home unless the teacher or principal gives special permission. Only classroom equipment and materials will be allowed at school.
4. So that no child feels overlooked, please do not distribute party invitations or thankyou cards at school. Beginning in 2026-2027, no food-based birthday celebrations will be allowed in classrooms at school due to many allergies and to ensure adherence to our District's Wellness Policy. Board Policy §5030 states, "Parents are encouraged to support the District's nutrition education efforts by considering nutritional quality when selecting foods sent to school, either for individual or for class consumption." The entire board policy as well as §5030 may be viewed online at PGUSD Board Policy link. Non food based celebrations are welcome. Pencils and erasers (school supplies) are great alternatives for celebration treats!
5. Students are not to leave the school grounds during school hours without being signed out in the office. If you know ahead of time that your child is leaving early, please send a note to the teacher. The child is then called from the classroom to meet the parent in the office. **Only people listed on the emergency card may pick up the child unless we have a written, signed note from the parent. If office staff does not know the person coming to pick up a child, the adult will need to show identification before the child will be released.**
6. Students are not to bring gum, candy and soda pop to school.
7. Pursuant to Education Code 48901.5 (a) The governing board of each school district, or its designee, may regulate the possession or use of any electronic signaling device that operates through the transmission or receipt of radio waves, including, but not limited to, paging and signaling equipment, by pupils of the school district while the pupils are on campus, while attending school-sponsored activities, or while under the supervision and control of school district employees.

(b) No pupil shall be prohibited from possessing or using an electronic signaling device that is determined by a licensed physician and surgeon to be essential for the health of the pupil and use of which is limited to purposes related to the health of the pupil. (Amended by Stats. 2002, Ch. 253, Sec. 2.)

8. When pulling into the large parking lot (adjacent to the high school tennis courts above our third level field) to drop off children, please pull all the way in to the designated drop off space along the sidewalk. Please walk with your children to reach your car if you park.



9. Dogs are not permitted on campus with the exception of service dogs.

10. In accordance with state and federal law, smoking is prohibited in all district facilities and vehicles. (20 U.S.C. 6083, Labor Code 6406.5) The Board further prohibits the use of tobacco products and e-cigarettes at all times on district grounds and facilities.

CA Assessment of Student Performance and Progress/Smarter Balanced Test (SBAC)

CAASPP/SBAC testing is administered to students in grades 3, 4, and 5 every year. These are state-mandated tests which are not used to determine report card grades. The results are used by the district as one factor in course placement in grades 6-12. It is vital that students participate and give their best effort; however, parents/guardians may opt out their student(s) by sending communications to the principal indicating which specific tests should not be taken by their child: Computer Adaptive Test (CAT) ELA, Performance Tasks (PT) ELA, CAT Math, PT Math, and/or CA Science Tests (CAST - 5th grade only).

Library Policy

The library is open from 9:00 A.M. to 3:00 P.M. daily. Please use inside voices and do not bring food or drink while visiting. Students may be in the library outside of their regular class visit with a note from their teacher and if the librarian is present.

Library books may be checked out for one week at a time and then must be renewed or returned. Students must take responsibility for the replacement of damaged or lost materials. Additional items will not be checked out for use outside of school until the lost item is returned, paid for, or replaced. Replacement copies are acceptable as approved by the librarian.

Students may use the Library Web Page to access the catalog and reference resources. Students must have a Technology User Agreement on file with the school in order to use the Internet. Misuse may result in disciplinary consequences and the loss of privileges.

Physical Education

All K-5 students participate in Physical Education for thirty minutes each day. TK students also participate in Physical Education at least two days per week. The State Board of Education requires each elementary aged child (Grades 1-5) to participate in a minimum of 200 minutes of Physical Education every ten days.

1. **APPROPRIATE DRESS**—It is very important that your child wears comfortable, loose clothing that allows movement. It is even more important that comfortable, supportive, closed-toe, athletic shoes are worn. UGGS, CROCS, SANDALS, FLIP- FLOPS, DRESS SHOES, HIGH HEELS, and BOOTS are not acceptable. If your child does not wear appropriate shoes, he/she will not be allowed to fully participate in our Physical Education class and will not get credit for that day. Some students opt to bring a change of shoes in their backpacks for physical education.
2. **JACKETS, SWEATSHIRTS, AND SWEATERS**—In Pacific Grove, the weather is constantly changing: foggy, hot, windy, drizzly, gorgeous, etc. Our students tend to dress in layers. Please put your child's first and last name on the inside of jackets, sweatshirts, and sweaters. If something has been left or forgotten at school, remember to check the Lost and Found, which is located inside the Multipurpose Room.
3. **MEDICAL EXCUSES AND NOTES**—If your child cannot participate in Physical Education class due to an illness or injury, the parent or guardian should send a written note to school. If your child needs to be excused from class for more than three days, a note is needed from your child's doctor stating the nature of the illness or injury, and approximately when the child can return to Physical Education class. For an extended illness or injury (four weeks or longer), a written release from the doctor stating your child is healthy and able to return to physical education is required.
4. **EQUIPMENT & SAFETY**—Your child's safety and that of others is our primary concern. Any unsafe behavior or misuse of equipment will cause a student to sit out from the class activity. Parents will be notified of serious incidents or when their child is having repeated difficulty staying safe in Physical Education class.
5. **PHYSICAL EDUCATION EXPECTATIONS OF BEHAVIOR**—As with all classrooms, the Physical Education program has a behavior policy that is provided to each student. This policy teaches moving with control, respecting self and others, developing self-esteem, communication skills, and solving conflicts.
6. **PHYSICAL FITNESS TESTING (5th Grade)**—Per Education Code Section 60800, each spring, 5th-graders participate in the CA Physical Fitness Testing in six categories: Aerobic Capacity, Body Composition, Abdominal Strength and Endurance, Trunk Extensor Strength and Flexibility, Upper Body Strength and Endurance, and Flexibility. All results are confidential and only shared with the CA Dept. of Education and P.G.U.S.D. Physical Education staff. For more information, please visit <https://www.cde.ca.gov/ta/tg/pf/>.
7. **CA HEALTHY YOUTH ACT** requires presentations in nutrition, physical activity, and growth/development. Most of these lessons will be taught by our Physical Education teacher but may also be presented in the homeroom classroom. The PGUSD Nurse also provides lessons regarding Growth/Development and Sexual Health/Family Life Education in two 50-60 minute sessions: Puberty and Maturation and HIV/ Aids. Presentations are available for parents in the health office. Parents/Guardians may opt out their student(s) from these lessons by contacting the principal or district nurse.
8. **OFFICE HOURS AND CONFERENCES**—The Physical Education teacher, Mr. Bradley, is available before and after school and during prep time. Please call or email the teacher at abradley@pgusd.org if you wish to schedule an appointment.

Emergency Guidelines

In the event of a serious emergency:

1. FG staff has been trained in the Big Five School Safety Protocols (Shelter in Place; Drop, Cover, and Hold On; Secure Campus; Lockdown/Barricade; and Evacuation) and will take appropriate actions in any emergency. The office will establish a communication center along with a first aid center, if needed, during an evacuation on third level.
2. Teachers will keep all of their students together until a family member arrives to pick up his/her child. **Only people listed on the Emergency Card will be allowed to pick up a student.**
3. Parents will not be able to pick up students directly from the classroom (unless this has been determined as a safe pick-up area) and are discouraged from entering campus. Students will be called to the office or student-release area to meet their parents. Students will be dismissed directly to parents by the classroom teacher only if the parent has checked in with office personnel at the proper gate during an evacuation/student release, or through the office if another location has been determined for pickup.
4. When coming to the school to pick up children, parents should go directly to the office for further instruction and to sign their student out. Parents will not be allowed to pick up students from the classroom and are not permitted to enter the classrooms. Students will be called to the office to meet their parents. **NO STUDENTS** will be dismissed directly to the parents by the classroom teacher.
5. Alternative sites for student release will be the parking lot in back of Country Club Gate that parents would enter off of Forest Lodge Road. The alternative evacuation area would be First United Church on Sunset.
6. Please visit <https://pgusd.org/safety/> for more information about the Big Five protocols and PGUSD's safety goals and policies.

Information for Families in Transition

The Local Education Agency (LEA) provides the parents or guardians of homeless children and youth opportunities to participate in the education of their children. (42 USC 11432[g][6][A][iv])

Homeless children and youth have equal access to the same free, appropriate public education, including a public preschool education, as is provided to other children and youth. If you have uncertain housing, a temporary address, or no permanent physical address, federal and California laws guarantee that your children may be enrolled in their school of origin or enroll in a new school. If this describes your family's living situation or if you are a student not living with a parent or guardian, please contact the principal at Forest Grove Elementary School or PGUSD Homeless Liaison, Ms. Yolanda Cork Anthony, at the District Office at (831) 646-6523.

Student Mental Health Services

Student mental health services are available through the Pacific Grove Unified School District by contacting:

Yolanda Cork Anthony
Director of Student Services
[435 Hillcrest Avenue](#)
[Pacific Grove, CA 93950](#)
(831) 646-6523

Playground Supervision and Guidelines **SCHOOL RULES * STUDENT CONDUCT**

Playground Rules

1. Levels 1 and 2 - Play on the black top only: no tag or kicking games: Level 3 - Play on the grass only, no playing with sticks or pine cones.
2. Walk down the steps between the levels.
3. The sloping banks between levels are OFF LIMITS.
4. Do not climb the trees or hang on branches.
5. At recess time, students must be on the playground and out of the hallways unless directed to the office by an adult.
6. Students should go across the bars in one direction at a time and never on top of the bars.
7. Do not stand, crawl, or jump from the top on any of the playground equipment.
8. No jumping off the playground structure.
9. When using the slide go up the stairs and down the slide only in a sitting position.
10. When using the playground structure on 2nd level, students are to stay in "pit" area where there is bark. Do not throw bark, dirt or rocks.
11. No roughhousing, including play fighting or wrestling.
12. Stay off the fences.
13. Follow P.E. rules when using the fitness course and playing handball.
14. "Crack the Whip," Horseback," or tackle football is forbidden.
15. Soccer goals are off limits.
16. Students are to freeze when the bell rings, then walk to lines when directed by an adult.
17. Handball only in marked areas.
18. Students are expected to speak and interact with others in a positive manner.
19. Students will observe the "No Touching" rule.

Lunch and Cafeteria Guidelines

Cafeteria Guidelines

- ◆ The District has adopted a wellness program, which asks parents to send healthy foods for snacks, lunch and classroom celebrations.
- ◆ Lunch is from 12:10 - 12:55 for all students.
- ◆ Each morning, students will be asked by their teacher if they would like a school lunch or breakfast meal so the cafeteria staff can make sure there is enough food.
- ◆ Students will eat outside, weather permitting.
- ◆ When finished eating, students will clean their area, raise their hand to be excused and, when excused, will recycle their trash and walk to the play area. We applaud students who are able to bring a “zero-waste” lunch to school.

Additional Guidelines:

- ◆ While waiting in line for hot lunch, keep your hands to yourself and use quiet voices.
- ◆ Walk in the cafeteria at all times.
- ◆ You may talk quietly in the cafeteria — use small voices.
- ◆ While eating remain seated and use appropriate table manners.
- ◆ Students must stay seated in the cafeteria at least ten minutes.
- ◆ When you are finished eating and wish to be excused:
 - Clean your area
 - Raise your hand to be excused and wait to be excused
 - Throw away trash using our Zero Waste Guidelines
 - Walk to the playground

CA Universal Meals

The Food Service Department is committed to providing students with nutritious meals and is aware of the importance and impact good nutrition has on student learning and achievement. We are happy to continue to offer free school meals. We will make available one (1) breakfast meal and one (1) lunch meal to every PGUSD student every school day.

A reimbursable breakfast or lunch meal consists of at least three of the five food items offered.

Choose three items from milk, fruit, vegetable, protein, and grain (one item must be fruit/vegetable). Milk is optional

If the student wishes to take milk to complement their meal from home, we encourage the student to take two more food items to make the meal free and reimbursable.

Meal Application

The District encourages each household to complete a meal application every school year on or after July 1 as the previous year's eligibility expires 30 days into the new school year. While a meal application is not required to receive free school meals, your household may qualify for education

benefits or reduced utility and broadband rates if you qualify for free or reduced-priced meals by completing a meal application.

Online meal applications are available during registration as well as on the District website throughout the year. Paper applications are available at school offices and the District Office. We encourage online meal applications to ensure all fields are completed accurately. Completed meal applications will be processed within 10-business days of receiving and a notice of eligibility will be sent via mail or email.

Meal Account

Every student has a meal account automatically linked to his/her name and student ID number. A reimbursable meal will be provided at no cost to the student, however if a student wishes to purchase a la carte items, a second meal, or individual milk there must be sufficient funds at the time of purchase.

Assembly Guidelines

Before Assembly:

- All students must walk into the multi-purpose room in a quiet, orderly manner.
- Teachers will direct students to their seating area.

During Assembly:

- Give the performers the courtesy of proper attention.
- Clap at the appropriate time.



After Assembly:

- When the assembly is over students will leave in a quiet, orderly manner after they have been directed to do so by their teacher



Fabulous Falcon Award



Forest Grove Elementary School staff members look for ways to reward students for exceptional conduct. One vehicle is the Fabulous Falcon Award, which recognizes students for one or more of the following behaviors:

- ◆ unsolicited acts of kindness toward peers or school personnel
- ◆ significant improvement in the areas of academics, attitude, and/or attendance (including punctuality)
- ◆ on-going adherence to school rules, polite manners, and acting as a role model for other students

Awards are presented by school personnel only. Students receiving this award will be honored with a certificate and have their picture displayed in the office.

Toolbox Training ~ Building Resilience, Self-Mastery and Empathy for Others

We believe in empowering your children to learn how to manage their emotions and solve their own problems. We teach students how to strengthen and develop their own innate capacity to form a cohesive and caring community at school. The Toolbox social-emotional program gives the staff and students a common language and methods of fostering healthy relationships and well-being for each student.

Three Step Plan for Conflict Resolution

We believe in empowering your children to learn to manage their emotions and solve their own problems. We teach them the Three Step Plan for Crisis Management.

- ◆ **Use Your Words**
Students are encouraged to tell others what they think and feel in a respectful manner.
- ◆ **Walk Away**
Students are encouraged to walk away when they can't manage a situation or solve a problem (cool off). It is hard to fight or argue with someone if you are not there.

♦ **Get Some Help**

If students cannot solve the problem, seek adult help. On the playground find a Yellow Jacket.

Look the person in the eye
Say their name
Tell them how you feel

School to Home Communication and Parent Conferences

To assist parents in receiving regular information about what is happening at school and in the classroom, newsletters will be sent out from Forest Grove via email. Parent conferences will be formally held as noted in the calendar and others will be scheduled as needed by either the parent or the teacher. Student report cards will be sent home during the fall and spring parent conferences as well as at the end of the school year. If you need assistance in this area, contact your child's teacher or call our office at 646-6540.

Homework Policy

In consultation with parents and students, the elementary educators of Pacific Grove Unified School District have developed our homework policy. All groups recognize that quality homework should support the content being taught in classes and develop a love of learning in students. Our homework plan seeks to build study skills in students as they progress through school while allowing students plenty of time after school to play with friends and spend time with their families.

Homework assignments are given Monday through Thursday. Long term projects may be worked on during holidays or weekends; however, ample time is given so that every long-term project can be completed by consistently working on the project Monday through Thursday during the school weeks prior to the deadline.

Time spent on homework should be approximately 10 minutes times the grade level in 1st to 5th grades, (1st grade=10 minutes, 2nd grade=20 minutes, 3rd grade=30 minutes, 4th grade=40 minutes, 5th grade=50 minutes.) For 1st and 2nd grades, the total homework time is exclusive of required reading time. For Grades 3rd through 5th, homework time is inclusive of required independent reading time. Should your child's homework time consistently exceed the expected amount, please speak with your child's teacher.

While homework is optional in kindergarten, daily reading with your kindergarten child is recommended. Some homework in the upper grades requires access to a computer and wi-fi outside of the school day. If you do not have a computer and/or wi-fi connection available to you, please see your child's teacher.

Grades on the report card for each subject area reflect mastery toward content standards. The report card homework grade reflects the student's completion, effort, and utilization of a growth mindset in all homework assignments.

Homework provides opportunities for all students to build study habits, self-discipline, and time management. Please contact your child's teacher if your child truly lacks understanding of a concept during the completion of homework. Always encourage your

child and praise their efforts and improvements. If your student is absent, you may request homework when you call the absence line prior to 8:30 AM. The absence line is available 24 hours a day at 646-6559 ext. 222.

Teachers will regularly monitor and evaluate the amount of time homework assignments are taking students to complete. Staff will assess and recommend any adjustments, as needed. If possible, teachers assigning technology-dependent homework assignments will offer non-technology-dependent homework assignments as an alternative, if possible.

School staff will make every effort to coordinate projects and larger assignments so that conflicts in due dates will be minimized.

For more information regarding homework, please see P.G.U.S.D. Board Policy 6154 at www.pgusd.org.

Homework Guidance

A consistent time and place for study is important to your child's learning. The area should be comfortable and quiet (free from distractions), and well lit. A small table can serve as a desk. To minimize interruptions during study, help your child organize supplies (pencils, erasers, rulers, dictionary, paper, crayons, etc.) and have these materials nearby and ready to use. Be sure your child understands the homework and review the directions or work a problem together to reinforce the concept. Be available for your child during homework time and share the completed assignments before they are returned to school but DO NOT do the homework the child is to complete.

Student Alternative Discipline

The goal of discipline is to maintain a positive atmosphere for learning while teaching students to be responsible citizens. Like citizens in any community, students must obey the rules to assure that individual rights are not violated by the misconduct or disruptive acts of others. Administrators and staff are delegated the authority and responsibility to ensure that the desired goals of equal educational opportunities and an environment conducive to learning are achieved. When students misbehave, we give them the opportunity to correct their inappropriate behavior and to find a way to make better choices for themselves. Home and school share the responsibility of helping students develop the life-enhancing capability of self-discipline.

When students are sent to the office to meet with the principal for a violation of CA Ed Code, a three-pronged approach will be used to correct their behavior: Restorative, Reflective, and Instructional.

- When it is appropriate, an opportunity for the student to **restore** the relationship between themselves and the stakeholder/offended will occur. This is where the Toolbox “Apology and Forgiveness Tool” is used to repair harm.
- An opportunity for the student to reflect on decisions and behaviors verbally and/or through writing. Three questions may be asked regarding the student’s behavior(s):
 - Was it safe?
 - Was it kind?
 - Was it my personal best?
- A teaching opportunity will occur to target the function of the behavior and to help the student learn the skills (Toolbox) needed to not engage in the behavior again.

Suspension is seen as a last resort for student discipline if alternatives are not working to end unnecessary behaviors. Students are suspended for very serious violations of CA Ed Code 48900 in accordance with the following PGUSD Discipline Matrix. Suspended students shall be excluded from all school-related extracurricular activities during the period of off-campus suspension. A suspension may also include, but is not limited to, the loss of participation in school-related activities (such as field trips, school performances, sporting events, classroom/school celebrations, etc.).

District-Wide Discipline Policy

The PGUSD Board approved a district-wide discipline matrix which is available in the office and online at <https://boardpolicy.pgusd.org/2019/04/30/5144-student-student-welfare-discipline-3/>



We can use your help in the education of your child. It is absolutely essential that you be involved in your child's schooling. There are two places that you can be involved: at home and at school. First and foremost, your consistent involvement at home will have the most positive impact on your child's learning and is the most realistic for most parents. The trick is to make sure that you are reading the notes coming home from school and are aware of the work being assigned. Make sure your child, not you, does the work. Offer your assistance only if necessary. Secondly, volunteering at the school both during school hours and after school and on weekends is an extremely useful and gratifying way to help.

For the safety of our students and volunteers, all volunteers must be fingerprinted and pass a security clearance at the PGUSD district office. To schedule an appointment, please contact:

Kimberly Ortiz kortiz@pgusd.org 646-6553 or Angela Lippert alippert@pgusd.org 646-6593.

Guidelines for Forest Grove School Volunteers and Parents/Guests

These guidelines will be given to and reviewed with each classroom volunteer/parent by the classroom teacher.

We love our parents and volunteers and are thankful for your effective involvement. The staff has put together some guidelines to develop a healthy climate of respect and professionalism.

1. Your role in the classroom is important. Please remember:

- ◆ Give appropriate praise and motivation.
- ◆ Use tutoring strategies such as: repeat directions to child, allow child to complete task on his/her own, take a different approach, model a correct response, use visuals, etc.
- ◆ Use appropriate language to guide students rather than just give the answer.
- ◆ Avoid negative comments like: "don't act like a baby, you should know this,"
- ◆ Let children make a mistake and say, "try that again."
- ◆ When child says, "I don't get it" or "I don't know what we're doing," state the activity in a new way. The teacher will be available should a student need additional help which the parent or volunteer can't provide.
- ◆ Help all students, not just your own child.
- ◆ Allow your own child to be self-reliant in the classroom.

2. Volunteers need to be trained on the operation of all machines and where/how supplies are utilized.

3. Student behavior at school is private and to be dealt with by the teachers and other authorized personnel. Volunteers and parents should adhere to confidentiality in regard to all students. Due to IEPs and other behavior contracts, some students have different expectations and goals. Respecting all students is expected of all volunteers and parents.
4. Volunteers and guests should wear appropriate professional attire: No tank tops, shorts, hats (indoors), or inappropriate sayings on clothing. Use professional language.
Volunteers and guests shall not possess or use tobacco products, e-cigarettes, and vaping device products of any kind.
5. Do not discipline, but let the teacher take over in that area since he/she knows what the child may be working on behaviorally or if the child has issues affecting behavior that day, etc.
6. Volunteers and parents should be actively engaged in the activity at hand. Please save social conversations for outside of school rather than the back of the classroom.
7. The teacher is in charge of the lesson and the expectations. Volunteers should take the teacher's lead. If there is a question, ask the teacher privately. Classroom protocols are to be followed by everyone.
8. Younger siblings should not be brought to school during volunteer time in the classroom.
9. In assemblies, parents and volunteers (unless they are specifically helping with a student) should sit behind all of the classes and follow all assembly rules.
10. All rules and regulations governing staff and students at Forest Grove School apply equally to volunteers and parents. See the Forest Grove School handbook for details.
11. Each classroom teacher may have additional rules, which will be given to the parents and volunteers of their classroom.



Parent Teacher Association (PTA)

The PTA is an essential part of the education of all children at Forest Grove School. While it does raise money for countless needs in and out of the classroom, our PTA also sponsors the fun activities such as: Trunk or Treat, Primary and Intermediate Nights, Falcon Fest, Scholastic Book Fair, Movie Night, Ice Cream Social, Family Reading Nights, campus pride days and many other events. In addition, the PTA sponsors parent education evenings that often precede the regular meetings. The PTA should be your first stop as you look for ways to help the school.

PTA meetings are generally scheduled four times a year at 5 p.m. in the library. They work very hard in a variety of ways and can always use extra help, particularly for special events.

School Site Council

The School Site Council is an advisory committee that provided valuable input regarding decisions that affect Forest Grove. The council is comprised of the principal, teachers, classified staff, and parents. At our monthly meetings, we report on progress of our school goals and decide which aspects of our educational program should be emphasized for the current school year. If you are interested in serving on the School Site Council contact Principal Abbie Arbrun at aarbrun@pgusd.org or call 831-646-6560.

Safety Committee

Forest Grove's safety committee meets twice a year or as needed. The role of the safety committee is to review the school's safety protocols to ensure that they are working as designed. The committee also considers or proposes potential physical safety improvements to Forest Grove. Our committee consists of administration, our lead custodian, the Site Leadership Team, and parent volunteers. If you are interested in becoming a member of our Safety Committee contact Principal Abbie Arbrun at aarbrun@pgusd.org or call 831-646-6560.

Appendix

Forest Grove Elementary Staff				
Main Office - 831.646.6560 Fax - 831.648.8415				
NAME	EMAIL	POSITION	LOCATION	EXTENSION
OFFICE STAFF				
Arbrun, Abbie	aarbrun@pgusd.org	Principal	Office	3200
Gamecho, Rebecca	rgamecho@pgusd.org	Office Manager	Office	3201
Pinheiro, Debbie	dpinheiro@pgsud.org	Attendance Clerk	Office	3202
Adams, Natalie	nadams@pgusd.org	Health Clerk	Office	3221
Roach, Zoe	zroach@pgusd.org	Counselor	A-1	3126
TEACHERS				
Andersen, Melissa	mandersen@pgusd.org	3rd Grade	C-4	3111
Cina, Beth	bcina@pgusd.org	2nd Grade	B-1	3109
Condit, Danielle	dcondit@pgusd.org	5th Grade	D-2	3119
De Tomaso, Jeanie (F)	jdetomaso@pgusd.org	4th Grade (F)	D-4	3117
Dempsey, Kristen	kdempsey@pgusd.org	5th Grade	D-1	3115
Gordon, Sarah	sgordon@pgusd.org	3rd Grade	C-3	3118
Homami, Erin	ehomami@pgusd.org	UPK	K-2	7105
Jenner, Alex	ajenner@pgusd.org	5th Grade	C-2	3114
Luciano, Christina	cluciano@pgusd.org	1st Grade	B-3	3107
McDaniel, Theresa	tmcDaniel@pgusd.org	Transitional Kindergarten	K-1	3121
Morrissey, Camilla	cmorrissey@pgusd.org	1st Grade	G-3	3128
Patel, Hetal (M-Th)	hpatel@pgusd.org	2nd Grade (M-Th)	B-2	3108
Samuels, Kine	ksamuels@pgusd.org	UPK	K-2	7105
Serpa, Kari	kserpa@pgusd.org	4th Grade	D-3	3113
Spadoni, Katie	kspadonie@pgusd.org	TK	F-1	3131
Sweeney, Kristen	ksweeny@pgusd.org	Kindergarten	K-2	3106
Welch, Nate (F)	nwelch@pgusd.org	2nd Grade (F)	B-2	3108
Woods, Renee (M-Th)	ivaldez@pgusd.org	4th Grade (M-Th)	D-4	3117
Wright, Summer	swright@pgusd.org	Kindergarten	K-4	3124
Bradley, Andrew	abradley@pgusd.org	Physical Education	E-4	3102
DC, Felix	fdiazcontreras@pgusd.org	Music - Instrumental	F-1	3210
Heilbron, Laurie	lheilbron@pgusd.org	Speech	G-8	3154
Kreeger, Katie	kkreeger@pgusd.org	Resource Specialist	G-4	3129
Masar, Jared (W, F)	jmasar@pgusd.org	Music - Vocal	F-1	3210
Matlow, Justin	jmatlow@pgusd.org	Intermediate SDC	G-1	3105
Quindimil, Mary	mquindimil@pgusd.org	Title 1 - Reading Intervention	G-5	3152
Williams, Jennifer	jsmallwood@pgusd.org	ELD	B-4	3103
Zonghi, Amanda	azonghi@pgusd.org	Primary SDC	G-6	3123
SUPPORT				
Castorina, Fran	fcastorina@pgusd.org	Food Service - Supervisor	Cafeteria	3203
De Jesus, Erwin	edejesus@pgusd.org	Night Custodian	B-5	3207
Geurts, Amanda (T-F)	ageurts@pgusd.org	Occupational Therapist	A-3	3233
Gil, Carmen	cgil@pgusd.org	Food Service	Cafeteria	3203

Gruber, Christine	cgruber@pgusd.org	Librarian	Library	3204
Johnson, Anthony	ajohnson@pgusd.org	Night Custodian	B-5	3207
Jones, Thalia (T & W)	thjones@bgusd.org	Psychologist	G-7	6210
Orozco, Oscar	oorozco@pgusd.org	Head Custodian	B-5	3207
Parker, Carey	cparker@pgusd.org	Computer Tech	E-3	3213
Petty, Fran	fpetty@pgusd.org	BASRP Leader	A-4	3224
Powley, Katrina	kpowley@pgusd.org	District Nurse	A-1	9219
King, Tharon	tking@pgusd.org	Mental Heath Specialist	C1	
Williams, Jenna	jwilliams@pgusd.org	BCBA	B-3	3107
Zanger, Desi	dzanger@pgusd.org	Preschool Psychologist	K-3	3101
INSTRUCTIONAL ASSISTANTS / NOON DUTY				
Archambeau, Ellen	earchambeau@pgusd.org	IA - Title 1	G-5	
		IA / Noon Duty	F1	
Groshong, Danielle	dgroshong@pgusd.org	IA / Noon Duty / BASRP	K4	
Gunn, Harumi	hgunn@pgusd.org	IA	K1	
Killett, Amy	akillett@pgusd.org	IA - Title 1, ELD / Noon Duty	B-4 & G-5	
Mah, Silvia	smah@pgusd.org	IA	1st	
Mares, Cheri	cmars@pgusd.org	IA / Noon Duty	2nd/3rd	
Mellin, Julia	jmellin@pgusd.org	IA - SpEd / Noon Duty	G-4	
Mitchell, Michelle	mmitchell@pgusd.org	IA / Noon Duty	3rd/5th	
Norris, Jasna	jnorris@pgusd.org	IA	K2	
Quinn, Melissa	mquinn@pgusd.org	IA - P.E.	E-4	
Rodewald, Ryan	rrodewald@pgusd.org	Noon Duty		
Taormina, Coleman	ctaormina@pgusd.org	IA / Noon Duty	4th	
Thompson, Jennifer	jthompson@pgusd.org	IA - SpEd / BASRP	G-4	
PARAPROFESSIONALS				
Dunmire, Fara	fdunmire@pgusd.org	Para	C1	
Edwards, Kate	kedwards@pgusd.org	Para	C1	
Heindel, Sarah	sheindel@pgusd.org	Para		
Hewlett, Jennifer	jhewlett@pgusd.org	Para	UPK	
Lopez, Uriel	ulopez@pgusd.org	Para	G2	
Martinez Cruz, Rufino	rmartinezcruz@pgusd.org	para	C1	
Radunzel, Beth	bradunzel@pgusd.org	Para	G2	
Royal, David	droyal@pgusd.org	para	G2	
Sicairos, Maria	msicairos@pgusd.org	Para	G2	
ADDITIONAL ROOMS				
Art Room			E-1	3130
Automated FG Attendance Line				3125
Conference Room				3127
De-escalation Room			G-6	3123
Staff Lounge				3123

7/28/2026

PGUSD District Office and Board of Education

Linda Adamson

Superintendent

ladamson@pgusd.org

Josh Jorn

Assistant Superintendent

jjorn@pgusd.org

Buck Roggeman	Chief Human Resources Officer	broggeman@pgusd.org
Yolanda Cork-Anthony	Student Services Director	yclarkanthony@pgusd.org
Larry Haggquist	Director of Educational Services	lhaggquist@pgusd.org
Louis Algaze	Technology Director	lalgaze@pgusd.org
Matthew Binder	Director of Digital Learning Director	mbinder@pgusd.org
Jon Anderson	Maintenance/Transportation	janderson@pgusd.org
Robert Silveria	Nutrition Director	rsilveria@pgusd.org
Jennifer McNary	Board President	Jmcnary@pgusd.org