



Pleasant Hill Elementary School
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Brenna Fairchild
Principal

Elementary Vision Statement: Learning Today, Leading Tomorrow

August 13, 2025

Welcome back, Pleasant Hill Elementary families!

I hope this letter finds you well and that you had a wonderful and relaxing summer. I can't believe it's already time to start a new school year, and I am so excited to begin my second year as your principal. Last year, I grew so much personally and professionally, and I am grateful for all I learned from our amazing community. I look forward to continuing to learn and grow alongside all of you.

We have been busy preparing the school for the return of our students, and we can't wait to see their smiling faces in the hallways again. The start of a new year is full of possibilities, and I look forward to partnering with all of you to make this a successful and memorable year for every child.

Staffing This Year

We have had some staffing changes this year. With the retirement of our beloved Valerie Davis, this left an opening at 2nd Grade. Mrs. Shaddon decided it was a great time to change grade levels and decided to fill Mrs. Davis' spot. This left an opening at 5th Grade. We have hired MacKenzie Durham to fill the 5th Grade position. MacKenzie joins us with several years of elementary teaching experience, most recently in Eugene. MacKenzie and her family have just put down roots in Pleasant Hill and she is excited to join our amazing community as a teacher, mom, and community member. Please join me in welcoming MacKenzie to our school!

Here are the grade level teams:

Kindergarten: Darci Craig, Jennifer Fisher, Brooke Quinones

1st Grade: Kayla Mason, Heather Sprague, Angie Yates

2nd Grade: Lori Griffiths, Carrie Reinking, Nicola Shaddon

3rd Grade: Naomi Croucher, Aaron Holladay, Kaitlyn Michlanski

4th Grade: Dalton Bond, Mali Howell, Emily Smith

5th Grade: MacKenzie Durham, Todd Grassman, Rachelle Smythe

Student Support Staff: Nathan Bofto (PE), Ryan Strong (Music), Stephanie Black (Counselor), KayLynn Thomas (Title I), Jessi Goble (CLC), Kimmie Hoskins (LC), Tracy Durfee (Case Manager), Stephanie Lovdokken (Instructional Coach).

In addition to welcoming MacKenzie, please join me in welcoming Stephanie Lovdokken as our new instructional coach. Stephanie joins us with over 25 years of experience in education. She has served as both a classroom teacher and TAG Coordinator in Springfield. Stephanie's role as instructional coach is to partner with teachers to support instruction in all classrooms. We know that a strong support system for our teachers translates into a strong learning environment for our students. We look forward to the difference this will make for all students at PHES.

Student Registration

Student registration is open for all new and returning families, who may not have completed the Returning Student Registration process last spring. You can find the registration link at <https://pbes.pleasanthill.k12.or.us/registration>.

Postcards and Classlists:

Postcards indicating your child's teacher for the 2025-26 school year will be mailed on August 18th. We will also be posting class lists in front of the school on August 22nd at 3:00pm.

Food Services:

- This year all students will continue to be able to access free breakfast and lunch.
- Seconds will be available for purchase.
- All students who bring a lunch from home, but would like milk will still need to purchase milk.

Technology Fee

Pleasant Hill Elementary will not be charging a technology fee this year. The middle and high school will still charge this.

Meet and Greet the Teacher- September 2nd

Mark your calendars and plan to attend our "Meet and Greet the Teacher." All students, including Kindergarten are welcome to Meet and Greet from 2:30 – 3:30 p.m. This is a great opportunity for you and your child to:

- Meet their teacher (potential teachers for Kindergarten, out in front of the school)
- Visit their classroom (1st-5th Grade)
- Drop off school supplies
- Talk with our transportation department regarding bus schedules
- Checkout other programs such as PTO, PHEF, ROMP, health services, etc.
- Meet other families

First Day of School:

The first day of school is Wednesday, September 3rd. School instruction begins at 8:00 a.m. and will end at 2:15 p.m.

Kindergarten will be in a staggered start for the first week of school. All Kindergarten students will arrive at the library their first day of school. Half of Kindergarten will start on Wednesday, September 3rd and the other half of Kindergarten will start on Thursday, September 4th. Please see your child's postcard or the list in front of the school for which day they will attend. There will be no school for kindergarten on Friday, September 5th in order for teachers to place students. Class lists will be posted at 4:00pm on the 5th. Kindergarten students will attend their assigned class starting on Monday, September 8th.

Buses:

- All buses will enter and exit the campus via Enterprise Road. We ask that you do not park in the bus loop, the gravel area by the district office, or exit the school campus by the baseball field.
- Students will be dropped off along the side of the cafeteria entering the campus via a large gate at the back of the cafeteria, only open during bus times.

Parent Drop Off / Pick-up:

As we are preparing for the year, we want to let you know about a small but important change to our morning arrival procedures.

Beginning on the first day of school, all students who arrive between drop-off and the start of the school day will go directly to the cafeteria, gym, or covered area on the playground. This change will ensure consistent supervision for all our students and allow our teachers to better prepare for the school day.

We will be implementing a bell system. The first bell will ring at 8:00 AM, at which point students will be dismissed from the arrival areas to their classrooms. The tardy bell will ring at 8:05 AM. All adults who are not

volunteering will need to exit the building at 8:05 so that learning can begin. We appreciate your help in making this a smooth and consistent start to our mornings.

Even though all students will arrive through the cafeteria, gym or gate in between, students arriving by car will still need to be dropped off in their designated lanes. This helps the flow of traffic in our parking lot.

- K-1 students in the first horseshoe in front of the office.
- 2-3 students in the 2nd horseshoe in front of the library
- 4-5 students in the 3rd horseshoe in front of the community center.

***Please drop off and pick-up all of your children at the same location, that of the youngest student in the household.

- If you will be volunteering in your student's class, you will need to sign in and wear a volunteer badge while in the building.
- All adults entering the building after 8:00 will need to sign in and wear a badge.

I look forward to seeing you and your student September 2nd, 2:30 – 3:30 p.m, at our annual "Meet and Greet the Teacher" If you have any questions before school starts, please feel free to call our office, 541-736-0400, between 7:30 –3:30 p.m. daily.

With excitement for the year ahead,

Brenna Fairchild, Principal