

## GHNO Upper School Parent Communication

GHNO Mission: To cultivate virtue in the hearts and minds of our students through the pursuit of Truth, Goodness, and Beauty.

### Family-Teacher Academic Partnership

---

“Liberal education consists of cognitive, emotional, and moral education—thinking deeply, loving noble things, and living well together. We believe, with Plato, that the highest goal of education is to become good, intellectually and morally.” – GH Philosophical Pillars

“As a preparatory school, Great Hearts believes that the student should be the primary agent in his or her education. Our first priority in this regard is to encourage student responsibility by establishing an open line of communication between students and their individual teachers. Timely and effective communication between teachers, students, and parents is essential in fostering academic growth.” - GHNO Family Handbook

Parent: The primary means by which parents can assist their children are:

1. Encouraging their children in their development in Academy goals, namely the growth of character and wisdom.
2. Providing a distraction-free study environment.

When students are experiencing significant academic struggles, parents should generally seek to assist the student according to these guidelines:

1. First, student communicates specific difficulty directly to teacher.
2. Teacher meets with student to create action plan.
3. If difficulty persists, parents contact teacher or vice versa.
4. Teacher, parents, and possibly student meet to discuss and address issue.
5. If difficulty persists, parents and/or teacher may contact the Assistant Headmaster.
6. Assistant Headmaster facilitates conference with parents and teacher.

It is best to contact teachers via email to ask a question or set up a time to speak over the phone or in person. Individual e-mail addresses are found on the school's website. Teachers will respond to emails by the end of the next school day. In-person conferences are by appointment only.

## GHNO Upper School Contact List

<u>Teachers</u>		
<ul style="list-style-type: none"> <li>• Class-specific questions, concerns, assignments, etc.</li> </ul>		
<u>Deans</u>		
<p style="text-align: center;"><i>Mr. Charlie Smith</i></p> <ul style="list-style-type: none"> <li>• Initial discipline</li> <li>• Accrued detentions</li> <li>• Clubs</li> <li>• 7<sup>th</sup> – 9<sup>th</sup> grade events and expectations</li> </ul>	<p style="text-align: center;"><i>Mr. Robert Funes</i></p> <ul style="list-style-type: none"> <li>• Initial discipline</li> <li>• Traffic</li> <li>• Emergency procedures</li> <li>• 10<sup>th</sup> – 11<sup>th</sup> events and expectations</li> </ul>	<p style="text-align: center;"><i>Ms. Vanessa Steger</i></p> <ul style="list-style-type: none"> <li>• Academic Operations</li> <li>• 504 Program</li> <li>• Student Parking</li> <li>• Lockers</li> </ul>
<u>Assistant Headmaster</u>		
<p style="text-align: center;"><i>Ms. Melanie Brintnall</i></p> <ul style="list-style-type: none"> <li>• Academic concerns</li> <li>• Discipline</li> <li>• RTI program</li> </ul>		
<u>Headmaster</u>		
<p style="text-align: center;"><i>Mr. Samuel Heisman</i></p> <ul style="list-style-type: none"> <li>• Further concerns on anything above</li> </ul>		

Other points of contact:

Director of Campus Operations	Mrs. Shraddha Nembang
Registrar	Mrs. Carmen Thompson
Athletic Director	Mr. Brandon Hunt
Assistant Athletic Director	Mr. Jonathan Maiorano
Special Education Coordinator	Mrs. Rebecca Rindahl
College Counselor	Mrs. Jessica Woods
ESL Coordinator	Mrs. Holly Roque

\*If you would like to get involved with school events, please reach out to Mrs. Amy Elkins, our Upper School PSO President, at [PSOUpperSchool@GreatHeartsNorthernOaks.org](mailto:PSOUpperSchool@GreatHeartsNorthernOaks.org).\*

