

Nānākuli Elementary School

89-778 Haleakala Avenue
Waianae, Hawaii 96792
Phone# (808)668-5813 Fax# (808)668-5817
School Website nes.nwcomplex.org
School Twitter @nanakulielem



Learning Happens Everywhere!

We are Nānākuli Elementary, One 'ohana, full of ...

Aloha
Resilience
Culture
Compassion

Nānākuli Elementary Belief Statements:

1. We believe that ALOHA is at the core of everything we do.
2. We believe that teachable moments are everywhere.
3. We believe we are the change.
4. We believe that our students are leaders of today, tomorrow and our future.
5. We believe that all learners deserve the opportunity to reach their unlimited potential.

Nānākuli Elementary Service Delivery Philosophy:

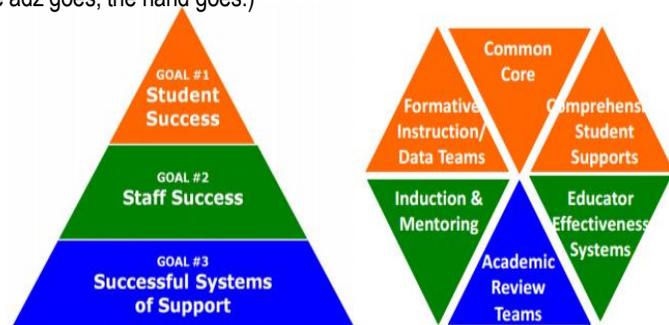
1. One hānau: At Nānākuli Elementary, every person is welcomed, safe and secure—part of a shared spirit and connected to our large 'ohana.
2. Intention: Everything we do has a meaning and purpose.
3. Focus: Our actions have one focus—the success of all our students. We decide our priorities solely on the actions that yield the best results for each and every student.
4. Innovative: "Enehana" We will do everything with intention by implementing engaging lessons and technology.
5. Confidence: We are confident in our abilities and strive towards our potential.

State of Hawaii General Learner Outcomes

- GLO 1: Self-Directed Learner (The ability to be responsible for one's own learning.)
Kuleana Iholā: Nānā ka maka, hana ka lima. (The eyes watch and the hands perform.)
- GLO 2: Community Contributor (The understanding that it is, essential for human beings to work together.)
Mālama Kaiāulu: Kōkua aku, kōkua mai. (Care is given and care is received.)
- GLO 3: Complex Thinker (The ability to demonstrate critical thinking and problem solving.)
Ho'okuano'o: Mai pono hana, hana pono. (Don't be busy with frivolous work; do what you need to do.)
- GLO 4: Quality Producer (The ability to recognize and produce quality performances and quality products.)
Hana No'eau: Mai maka'u i ka hana, maka'u i ka moloā. (Don't fear work, fear laziness.)
- GLO 5: Effective Communicator (The ability to communicate effectively.)
Kākā'ōlelo: I ka 'olelo nō ke ola, I ka 'ōlelo no ka make. (In the word is life, in the word is death.)
- GLO 6: Effective and Ethical User of Technology (The ability to use a variety of technologies effectively and ethically.)
Kūpono Hana'ike: Hele nō ka 'alā, hele nō ka lima. (Where the adz goes, the hand goes.)

Six State Strategies

1. Common Core
2. Comprehensive Student Support
3. Formative Instruction/Data Teams
4. Educator Effectiveness Systems
5. Academic Reviews Teams
6. Induction and Mentoring



For more information please visit www.hawaiipublicschools.org



Community Council (SCC)

The School Community Council is composed of members of each school group: students, teachers, parents, staff, community, and administrator. Successful councils practice good stewardship and act as a whole, taking responsibility for communicating with all role groups and for the benefit of all children rather than as individuals representing a role group and specific agendas. The SCC provides an opportunity for input to the school's Academic and Financial Plan as well as recommendations for revisions.

Parent Teacher Organization

Parents are encouraged to be a member of the Parents Taking Action group. Please see the PCNC for more information.

Student Programs

Hawaiian Language Immersion Program (HLIP): Educational instruction and experiences of the Hawaii Common Core Standards as defined by the Smarter Balance Assessment Consortium through the use of Hawaiian as the language of instruction.

Intra School Athletics: Upper grade students try out to make various teams in sports such as basketball, volleyball and track.

School Service: Students in grades 3, 4, 5, and 6 provide school service by periodically helping serve in the cafeteria.

Robotics: Students in grades 4, 5 and 6 may participate in learning to build a robot and/or compete in an annual robotic competition.

21st Century STEAM Program: Students in grades Pre K through 6 are allowed to participate in after school Science, Technology, Engineering, Arts, & Math program.

Boy Scouts of America: The Boy Scouts of America will prepare every eligible youth in America to become a responsible, participating citizen and leader who is guided by the Scout Oath and Law

After School Service

The A+ after school program is offered at Nānākuli Elementary and provided by Kamaaina Kids. Children of parents who are working during the after school hours are eligible. There is a fee. There is subsidy available for those families who qualify according to income. Applications are available in the school office.

Before School/After School

Campus supervision begins at 7:00 am. Students are not allowed on campus until then. Students should leave campus promptly after school ends at 2:00 pm and Wednesdays at 1:15. Students should not leave their backpacks or other items unsupervised before or after school. Once students are on campus, they are not allowed to leave campus. Students are to remain in the supervised areas at all times.

Early Release and Tardiness

Early Release: A student who is released before 11:00 am will be marked as absent for the day. If at all possible, appointments should be made during non-school hours. If a parent wishes to release the student from school early, the procedure is to sign out the student in the school office and the student will meet the parent in the office. Visitors are not allowed on campus without signing in at the school office and receiving permission to be on campus. When your student is being sent home from the health room, parents will sign out the student in the Health Room. School begins at 7:45 am. A student is to check in at the office if arriving after 7:55 am.

NES Planners & Portfolios

The NES Planner is for communication between the teacher and parent, as well as an organizer. Both teacher and parent can write notes in it. The student should bring the NES Planner home daily. Parents please check their planner nightly.

Parking and Drop Off and Pick Up

There are designated lanes in the parking lot for pick up / drop off and a lane for waiting. Please follow these designations for the safety of our keiki and flow of traffic. Please no parking along the curb. Waiting lanes are not for parking so the driver needs to be in the car. In case of emergencies, the staff needs to be able to get out, so please do not double park. Please be sure to allow the bus to come in and exit. The parking lot behind F building will be closed during school and until the buses have left after school. The school must provide adequate parking for the faculty and staff. You must have a parking pass to park in lot. However, parking is also available along Haleakala Avenue.

Home Hospital

When a student is expected to be absent for more than 10 days due to an extended illness or injury, the school should be notified. A doctor's note will need to be submitted and it may be possible to provide at home learning support for the student. Contact the child's teacher and counselor for this and other concerns.

Reporting Absence

Please call the school office to report your child's absence. If no call is received, an automated attendant will call you to inform you that your child is not in school. Please send a note or a doctor's note to the teacher upon return to school. Students are required by the Hawaii State Compulsory School Attendance Law, to attend school. Of course, if they are ill, they should recover at home.

Transfer and Enrollment Procedures

When transferring to another school, please call the office at least two days in advance before coming to the school to process the transfer. This will give the school time for the necessary preparations.

When registering at the school by 12:00 pm, provided that all documentation is completed, the student will physically report to be tested on the next school day. If the registration is completed after 12:00 pm, then the student will begin the process the second day after. This will allow the teacher time to prepare for your child.

Medication and Allergy

For students who need to take medication during the school day, parents should contact the school health aide. If a student is allergic to milk, a doctor's note must be submitted. If there are other health concerns such as allergy to peanuts, please call the front office.

In Case of Emergency

The procedure for notification in case of emergency or illness is to call the parent first and then the emergency contacts in the order listed on the emergency card. This list will also be the persons whom the school will release your child for early release. It is very important that you fill out and return the emergency card to the school. Any family information changes, such as address, phone numbers, and name changes should be immediately reported to the school. For conditions requiring immediate medical intervention of life threatening condition, the school will call 911 for an ambulance and emergency medical care.

There are basically two types of responses to a school emergency. The first is an evacuation. The first site for evacuation is the school playground. If it is necessary to vacate the school grounds, the second evacuation site is Nānākuli High and Intermediate Multipurpose Room. The third site is Nānāikapono Protestant Church on Pua Avenue. Parents are to listen to the radio/TV for updates from the police in event of a major emergency. If parents are asked to pick up students, the adult has to sign out the student. The regular procedure is followed in that the student will only be released to the adults listed on the emergency card.

Uku Policy

Students with live nits or lice will be sent home. The student who has been sent home will need clearance from the health aide before being readmitted to the classroom.

Bringing Cash to School

Students are not to bring cash to school except to pay for lunch and such events as field trips. The payments should be in the students' pockets or in bags. Do not leave any money unattended. The school is not responsible for misplaced or stolen money.

Student Identification Badges

Student identification badges are used to help keep students safe. The school will provide each student with one identification badge which needs to be worn when the student is in school or on school related functions such as field trips. If it is lost, the student will be charged a fee of \$2 for a replacement badge. This badge is also used for lunch and library privileges.

Student School Uniforms/Appropriate Attire

All students* are encouraged to wear the school uniform which is a school t-shirt. Previous years' shirts with Nānākuli Elementary on it may be used. However, school t-shirts are mandatory for school events, including field trips, for safety reasons.

*Hawaiian Language Immersion Program (HLIP) students have adopted a mandatory uniform policy.

We do not encourage the use of mid drifts, strapless, spaghetti straps, low necklines or see thru clothing. We discourage the use of micro mini skirts and short shorts. T-shirts should not have offensive or suggestive words or pictures (drugs, sex or violence). No sagged pants, underwear must not show. No school uniforms from other schools for id purposes should be worn. Students who violate these rules will: 1) be allowed to change or cover up, 2) school will contact parent or emergency contact person for a change of clothes.

Lunch Procedures

Nānākuli Elementary participates in the USDA National School Lunch/Breakfast Program which makes meals available for every student regardless of the household's ability to pay. This institute is an equal opportunity provider. Students have 20 minutes to eat and may remain in the cafeteria longer if they have not completed their meal. Breakfast is served from 7:10 am to 7:35 am. Students may remain in the cafeteria to eat their breakfast until 7:45 am.

Our school procedures are that no parents are allowed to sit in the cafeteria with their child to eat breakfast or lunch without prior approval. Students should not share food and must consume all food in the cafeteria.

Offer versus Serve (OVS) is a provision in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) that allows students to decline some of the food offered. The goals of OVS are to reduce food waste in the school meals programs while permitting students to decline foods they do not intend to eat.

At lunch, Schools must offer students all five required food components in at least the minimum required amount. The components at lunch are: meats/meat alternatives; grains; fruit; vegetables; and fluid milk. **Under OVS, a student must take at least three components in the required serving sizes. One selection must be at least ½ cup from either fruit or vegetable component.**

A computerized meal system is used to make it more convenient to make payments and to help keep the student's meal status confidential. Pre-printed envelope for payments are used to make deposits. Cash or checks (made out to DOE - State of Hawaii) may be dropped in the office lunch box between 7:30 am and 3:30 pm. Per DOE policy, there will be a \$25 charge for returned checks. Payments may be made before school begins in August. No payment can be accepted in the cafeteria. Meals are pre-paid, not after the fact. Please make sure that your child's lunch account has sufficient funds

Applications must be completed every school year. All students may apply for federal lunch subsidy. Applications will be sent home the first days of school or you may go to ezmealapp.com to apply online. If your child received free/reduced subsidy last year, he/she may continue to receive this subsidy for the first 10 days of school. If an application has not been approved, the student will have to begin paying on the 11th day. Applications may be submitted at any time during the school year. Applicants may be asked to provide specific documentation to verify income as stated on the application.

Meal Prices:	Breakfast	Lunch	Additional or Only Milk
Full Price	\$ 1.10	\$ 2.50	\$.60
Reduced	\$.30	\$.40	\$.60

Use of Telephone

The school telephones in the office may be used by students only in emergencies. Arrangements for transportation after school to go home or to visit a friend should be made in advance. Students may ask their teacher to use their classroom phone.

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Reporting Child Abuse

Hawaii Revised Statutes, Chapter 350 requires school officials who have reason to believe that child abuse or neglect has occurred or that there exists a substantial risk that child abuse or neglect may occur in the reasonably foreseeable future shall immediately report the matter orally to the Department of Human Services or to the police department. Any employee of any public or private school who knowingly fails to report an incident involving child abuse or neglect or who knowingly fail to provide additional information or who prevents another person from reporting such an incident shall be guilty of a petty misdemeanor. The law requires all employees of the school to be mandatory reporters.

Child abuse and neglect means physical injury, psychological abuse and neglect, sexual abuse, negligent treatment, or maltreatment of a child under eighteen years of age by a parent, legal guardian, or person responsible for that child's care under circumstances which indicate that the child's health or welfare has been or is harmed or threatened with harm.

Nānākuli Parent Community Protocol for Addressing Concerns

In order to promote improved communication and timely attention to concerns, Nānākuli Elementary suggests the following protocol to resolve issues. This protocol is not intended to infringe on individual rights, it is rooted in the belief that the best solutions to parent/student concerns are ones that are agreed upon at school level.

Step 1: Conference with the teacher. Should a parent have a concern about their child's classroom, the first step should be to contact the student's teacher. There are occasions where the school administration may not be aware of the concern or would need to consult the teacher before continuing the conversation. Your child's teacher is best able to clarify classroom procedures and policies and make adjustments.

Step 2: Conference with school counselor. The school counselor is another student support that a parent can approach. Often, especially if the concerns are of a behavioral or social nature, a counselor can be counted upon for assistance and also to work with the student.

Step 3: Conference with Student Services Coordinator. After talking with your child's teacher, if you still have concerns about academic progress, speech and language concerns, or other related topics, the SSC can assist in these areas. Call the SSC if you need more information about learning supports for your child.

Step 4: Conference with Administrator. If after working with the SSC and concerns still persist, the school principal should be contacted. If it is not an emergency, please allow prudent time for the principal to return your call. The school principal manages the entire school and is best able to make decisions to resolve concerns.

Step 5: Contact the Complex Area Superintendent. If concerns continue after working with the principal, the next point of contact is the Complex Area Superintendent (CAS). The CAS will consult with the principal in the resolution process and either the CAS or school principal will contact the parent.

Step 6: Contact the Deputy Superintendent. If concerns continue after working with the Complex Area Superintendent's, the next level is the Deputy Superintendent's Office or State Superintendent's Office.

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Nānākuli Elementary, A Safe Place

In order for our students to be successful, Nānākuli must be a safe and orderly school. We all must work together to provide an environment in which students can focus on learning and teachers can focus on teaching. Students must feel safe - not afraid.

The routines of the classroom and the procedures of the school help us accomplish our everyday tasks in an efficient and orderly way. The school rules describe desired behaviors as well as unacceptable behaviors. The Department of Education Rules and Regulations as well as the State of Hawaii laws regulate our conduct to protect each of us from harm and ensure our rights. The rules describe how we show respect.

Our Nānākuli community embraces values such as *aloha, laulima, kokua, kuleana, 'ike, and ho'oponopono* (and in other words: respect, compassion, tolerance, patience, civility, fairness, responsibility, self-discipline, hard work, and honesty). These values also govern our behavior with one another. At school, we resolve our differences in nonviolent ways. We talk it out, accept responsibility, and move on - we can work out a fair and agreeable resolution.

It takes all of us - students, teachers, parents, staff, community, and administrators - to teach each other and to expect from each other a commitment to use and follow these ways of getting along so that Nānākuli Elementary School is a safe place for our keiki.

TYPE OF MISCONDUCT AND POSSIBLE DISCIPLINARY ACTION

CLASS A Offense - Prohibited by STATE LAW: Assault; Burglary; Dangerous instrument, or substance; possession of use of; Dangerous weapons; possession, or use of; Drug paraphernalia; possession, use, or sale of; Extortion; Fighting; Firearms; possession or use of; Homicide; Illicit drugs; possession, use or sale of; Intoxicating substances; possession, use or sale of; Property damage or vandalism; Robbery; Sexual offenses; or Terroristic threatening.

CLASS B Offense - Prohibited by STATE LAW: Bullying; Cyberbullying; Disorderly conduct; False alarm; Forgery; Gambling; Harassment; Hazing; Inappropriate or questionable uses, or both of internet materials or equipment, or both; Theft; or Trespassing.

CLASS C Offense - Abusive language; Class cutting; Insubordination; Laser pen/laser pointer; possession of use of; Leaving campus without consent; Smoking or use of tobacco substances, e-cigs; or Truancy.

CLASS D Offense - Prohibited by individual school rules: Possession or use of contraband including electronic cigarettes (e-cigarettes). Any other conduct prohibited by individual school, Possible Disciplinary Action

Correction and conference with student;	Time in office;
Detention;	Suspension of one to ten school days;
Crisis removal;	Suspension of eleven or more school days;
Individualized instruction related to student's problem behaviors;	Saturday school;
In-school suspension;	Disciplinary transfer;
Interim alternate education setting;	Referral to alternative education programs;
Loss of privileges;	Dismissal; or
Parent conferences;	Restitution.

Note: Any student found to be in possession of a firearm including air guns shall be dismissed from school for not less than a one year period. Any student found to be in possession of a dangerous weapon such as a knife, intoxicating liquor, or illicit drugs while attending school may be excluded from attending school for up to ninety-two school days, as determined by the principal and approved by the superintendent.

Contraband items interfere with the learning environment. These contraband items include, but are not limited to the following items: Fireworks, expensive jewelry, large amounts of cash, toys from home, balls from home, playing and trading cards, pogs, candy, gum, soda, radios, CD players, DVD players, I Pods MP3's or tape players, cell phones, iPads, tablets, speakers, skateboards, skates, wheelies, scooters, aerosol cans, make-up, shaving cream/foam, pets/animals and kendama's. Students must walk their bikes while on campus, keep it locked in the bike rack, and wear a helmet when riding the bike off campus. Items confiscated from students must be picked up by parents. The school is not responsible for the loss of these items.

What are you learning now?

Nanakuli Elementary School Health and Wellness Guidelines

PLAY WITH ALOHA

- Sportsmanship
- Compassion
- Respect
- Integrity

WELLNESS COMMITTEE

- *The school has a Wellness Committee that is members of the (BES-Behavior, Emotional, Social) Leadership Team.
- *The team meets once a month on various topics from behavior and health supports and strategies for our students
- *Agenda and minutes are provided at the meeting
- *Members of the committee also collaboratively complete the School Health Index
- *Areas of focus are shared with the faculty and staff and noted in the school's Academic Plan

NUTRITIONAL STANDARDS

- *NES has a variety of programs and strategies that we provide and participate in.
 - Fresh Fruits and Vegetable Program: Twice a week students and staff receive various fruits/vegetables and handouts that teachers may utilize with their students
 - Students provide posters and other visual aids around the cafeteria that promote health and nutrition
 - Students also complete project based lessons regarding environmental, economic and cost implications on health and nutrition
 - Student Handbook/Planner encourages healthy snacks in school
 - Students participate in assemblies that promote health and wellness

HEALTH AND NUTRITION EDUCATION

- *NES promotes the importance of eating breakfast and lunch and the participation in the school's program.
- *NES also participates in the Afterschool Snack Program as well.
- *NES promotes health and wellness during class time, at resource time with the physical education teacher (i.e. heart rate, exercises, pulse reading) and at designated recess time
- *NES has a Character Education curriculum that provides lessons on health and nutrition
- *NES has a Garden Club that works afterschool with our aquaponics system, measuring plants and fish growth
- *NES upper grade students complete exercises in Mind Up, Brain Gym and a daily morning run
- *NES students attend field trips that promote health and wellness (i.e. Children's Discovery Center)
- *NES provides opportunities for dental, vision and flu shots to our students

PHYSICAL EDUCATION AND ACTIVITY

- *NES employs a full time certificated physical education (P.E.) teacher. Classes are aligned with the Hawaii Content and Performance Standards
- *NES students have the minimal of 20 minutes of supervised recess and organized games are provided and modeled by the PE teacher and other staff members
- *NES students participate in intramurals with other schools in the Nanakuli/Waianae Complex Area.
- *NES students participate in the school's annual Field Day activities as designed by the PE teacher.
- *NES participates in Jump Rope for Heart
- *NES also participates in Turkey Trot
- *NES preschool students are provide a Preschool Play Day where students participate in various activities that promote gross and fine motor skills
- *NES communicates to parents via the school's website and newsletters about health, physical activity and nutrition

PROFESSIONAL DEVELOPMENT

- *NES School Health Aide sets up training in the following areas:
 - CPR
 - Epi-Pen
 - Asthma
 - Seizures
 - Hep-B
- *NES works with Public Health Nurse (PHN) to provide training and supports on:
 - Head Lice
 - Bed Bugs
 - Asthma
- *NES participates in an annual Community Walk coordinated by our Parent and Community Leadership (PAC) Team. Faculty and staff participate in the walk going door to door to introduce ourselves and hand out flyers on school events and existing partnerships
- *NES P.E. teacher developed a set of videos about promoting "Playing with Aloha". This video is shared at the beginning of the year with all students. New students who enter during the school year also view the video
- *NES faculty and staff received training and building of an Aquaponics system to promote sustainability, health and nutrition
- *NES provides monthly campus beautification to build community awareness and partnerships for healthy lifestyles and habits

