

New Request

Renewal

**SCHOOL COMMUNITY COUNCIL
EXCEPTION REQUEST FORM**

(Please use one form for each request)

SCHOOL: Aikahi Elementary

DATE: 3/13/14

DISTRICT: Windward

COMPLEX: Kalaheo

School Strive HI Status:

Recognition

Continuous Improvement

Focus

Priority

Superintendent's Zone

*****Attach Trend Report and Strive HI Performance System School Report.**

A. List the specific policy, regulation, rule, procedure or the specific article within the collective bargaining agreement from which the school is seeking relief.

Article VI – Teaching conditions and hours, section CC, work time distribution 1a.

B. Describe 1) the desired change, and 2) what the school hopes to accomplish as it relates to improving student learning and increasing student achievement. Include specific quantitative, qualitative and longitudinal data to support the need for the request.

1) Decreasing time of TEACHER INSTRUCTIONAL TIME by 65 min.

2) Allows students to attend specials: Music, PE, Technology, Hawaiian Studies and Library. This will support our school's vision and mission of educating the whole child and fostering a well rounded, college and career ready student.

Our Mission

'Aikahi is dedicated to educating, inspiring, and empowering the whole child for lifelong success.

Our Vision

'Aikahi's 'Ohana provides an engaging, collaborative community where respect and purposeful learning flourish.

5 additional minutes to STUDENT LEARNING TIME because that is best for kids in achieving learning targets.

- C. If a renewal, describe and evaluate the outcomes of the requested change. Explain what was achieved and the impact on student learning. (Include specific quantitative and/or qualitative data.)

N/A

- D. Please provide additional information (data and narrative) for the following type of request applicable:

D1.) Parent-Teacher Conferences:

For a waiver from the DOE Regulation 4510.3 Released Time for Conferences to Report Student Progress, the Superintendent requires that a parent satisfaction survey be conducted and the survey results submitted.

N/A

Number of surveys distributed	
Number of surveys returned	
Number of parents in favor	
Number of parents not in favor	
Number of parents undecided	

Summary:

D2.) School Attendance Procedures:

For a waiver from the DOE School Attendance Procedures, Revised August 2001, a comparison of attendance data over a three (3) year period of time is required. Explain the increase or decrease in attendance rates. Provide provisions for allowing students to make-up missed work.

N/A

School Year	% of average daily attendance

Rationale:

D3.) Reporting of Quarterly Grades:

For an exception from the collective bargaining contract for teachers for Reporting Quarterly Grades for Schools, an explanation of the interventions provided and the impact on student learning is required.

N/A

Number of students failing	
Number of students who received tutorial assistance/interventions	
Number of students whose grades improved after receiving tutorial assistance/interventions	

Explanation:

D4.) Modified Assessment Schedule:

For an exception from the collective bargaining contract for teachers for a Modified Assessment Schedule, an explanation of the interventions provided and the impact on student learning is required. Describe tutorial opportunities provided for students during the assessment week.

N/A

Number of students failing	
Number of students who received tutorial assistance/interventions	
Number of students whose grades improved after receiving tutorial assistance/interventions	

Explanation:

E. All Other Requests:

Provide information and explanation as indicated in Sections A, B, and C, and other additional information applicable.

F. Provide a chronology and summary of discussions and activities that document an inclusive, collaborative and consensus-building decision-making process.

Date	Type of Meeting	Summary of Outcome
10/9/13	<ul style="list-style-type: none"> • Email to leadership team calling attention to and asking input on parent teacher conferences and instructional time. • Email to EES EO seeking advice on meeting bell schedule requirements 	Began conversation to have 2 full days of Parent Teacher conference
10/22/13	Email to Lyndsay Pinkus	Information gathering
10/28/14	School Community Council	Discussed instructional minutes guidelines and shared process of submitting a waiver for instructional minutes. Instructional minutes issue was raised by guest SCC member/parent.
12/4/13	Bell Schedule Submission Webinar where questions from teachers were answered by Deputy Superintendent	More information gathered and shared with school (same day)
1/29/14	Faculty	Re-vote on teacher articulation time
2/7/14	Steering	Decision to revote on articulation for "OTHER TIME" on bell schedule
2/12/14	Online teacher survey	Decision making ballot including change in schedule to include articulation
2/24/14	Email to all teachers with agenda for 2/26/14 faculty meeting	Disagreement on bell schedule and instructional minutes

3/5/14	Faculty/Steering PTA meeting	Voted to have 2 full days of parent teacher conferences Voted to change bell schedule to current version (-65 teacher instructional time) Voted on articulation schedule Reported possible change to bell schedule with PTA (parents were pleased)
3/5/14	Faculty	Vote to have 2 days parent teacher conferences for 2014-2015 school year.
3/6/14	School Community Council	Agree on exception to bell schedule and parent teacher conference dates for 2014-2015 school year

G. SCC Waiver/Exception Signature Page

WAIVER/EXCEPTION SIGNATURE PAGE

The signatures on this page acknowledge that the decision to request the attached waiver/exception was reached through a collaborative process. If this request is an exception to a collective bargaining agreement, the decision by members of the bargaining unit was achieved through consensus. (Because exceptions to collective bargaining agreements involve the rights of other employees, consensus, specifically by affected unit members, is necessary to waive those rights. It is possible for these unit members to agree on a fallback decision-making option provided that the agreement on the fallback option was reached through consensus.)

Administration _____ Date _____

Community Representative(s) _____ Date _____

Parent Representative(s) _____ Date _____

Bell Schedule

G. SCC Waiver/Exception Signature Page

WAIVER/EXCEPTION SIGNATURE PAGE

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Administration *Lynna M. Kobayashi* Date *03/06/2014*

Community Representative(s) _____ Date _____ *absent*

Parent Representative(s) *Christina Q* Date *3/6/2014*

Student Representative(s) *Theresa L. Jackson* Date *03/06/14*

Noncertificated Staff Representative(s) *eBa Dama* Date *3/6/14*
meulien Dama →

Teacher Representative(s) *Sue [unclear]* Date *3/6/14*

Robert M. Roy Date *3/6/14*

Complex Area Superintendent (CAS): *Suzanne Mulcahy* (print name)
This waiver/exception request aligns with the goals and objectives of the school's strategic plan/academic and financial plan.

CAS Signature: *Suzanne Mulcahy* Date *3/14/14*

HSTA PROCESS CHECK REQUIREMENT:
To ensure that the process to reach the decision for a contract exception request was followed, (the faculty either reached consensus or failing to reach consensus, the faculty held a secret ballot vote that resulted in active faculty members casting a ballot with 66-2/3% or higher affirmative vote), the Teacher Representative should email the UniServ Director with a cc to Raymond Camacho (rcamacho@hsta.org). Please attach a copy of the email sent to the UniServ Director.

RETURN FORM TO: OCISS, School Renewal and Redesign Section
475 22nd Avenue, Room 109
Honolulu, Hawaii 96816
735-8379

OR FAX TO:

FAILURE TO SUBMIT A COMPLETE AND TIMELY WAIVER/EXCEPTION REQUEST MAY RESULT IN THE REQUEST NOT BEING PROCESSED.

G. SCC Waiver/Exception Signature Page

WAIVER/EXCEPTION SIGNATURE PAGE

The signatures on this page acknowledge that the decision to request the attached waiver/exception was reached through a collaborative process. If this request is an exception to a collective bargaining agreement, the decision by members of the bargaining unit was achieved through consensus. (Because exceptions to collective bargaining agreements involve the rights of other employees, consensus, specifically by affected unit members, is necessary to waive those rights. It is possible for these unit members to agree on a fallback decision-making option provided that the agreement on the fallback option was reached through consensus.)

Administration _____ Date _____

Community Representative(s) *[Signature]* Date 4.9.14

Parent Representative(s) _____ Date _____

Student Representative(s) _____ Date _____

Noncertificated Staff Representative(s) _____ Date _____

Teacher Representative(s) _____ Date _____

_____ Date _____

Complex Area Superintendent (CAS): _____ (print name)

This waiver/exception request aligns with the goals and objectives of the school's strategic plan/academic and financial plan.

CAS Signature: _____ Date _____

HSTA PROCESS CHECK REQUIREMENT:

To ensure that the process to reach the decision for a contract exception request was followed, (the faculty either reached consensus or failing to reach consensus, the faculty held a secret ballot vote that resulted in active faculty members casting a ballot with 66-2/3% or higher affirmative vote), the Teacher Representative should email the UniServ Director with a cc to Raymond Camacho (rcamacho@hsta.org). Please attach a copy of the email sent to the UniServ Director.

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Honolulu, Hawaii 96816

OR FAX TO: 735-8379

Bargaining Unit 5 Exception Process

When exceptions to the Agreement are being requested, Bargaining Unit 5 members shall use a consensus decision-making process. A consensus has been reached when all bargaining members in the school agree that their points of view have been heard and understood and that they can live with the decision.

1. This process requires all active bargaining unit members at the school be provided the opportunity to vote by secret ballot. The Association Policy Committee at the school shall be responsible for contacting Bargaining Unit 5 members on paid and unpaid leave with return rights to the school.
2. Bargaining Unit 5 members shall be provided five (5) working days to cast their ballot.
3. In order for the vote to be valid, 66-2/3% of all of the ballots cast must be affirmative.
4. Blank ballots cast shall be counted as negative votes.
5. Bargaining Unit 5 members shall then report the results to the SCC.

All contract exceptions are binding on all bargaining unit members at the school.

Note: Excerpted from HSTA Contract - Appendix III, Memorandum of Understanding between State of Hawaii Board of Education and Hawaii State Teachers Association (Exceptions to the Agreement)

HSTA PROCESS CHECK LIST

IMPORTANT: The APC should complete and return this form to your UniServ Director, and attach copy of exception requested.

X Name: Desiree Percy Phone: 284-7944

X E-mail: DesireePercy@gmail.com

Position on APC: APC Faculty Rep. Grievance Rep.

School: Aikahi Elementary School

Step	Action Needed by APC Please describe the contract exception:	Completed	
		Yes	No
1	<ul style="list-style-type: none"> ✓ A meeting with the faculty should be called by the APC to discuss exception, and achieve consensus. ✓ At least 48 hours notice should be given to faculty. ✓ The discussion should be open and collaborative, and reserved for Bargaining Unit 5 members only, to avoid appearance of undue influence. <p style="text-align: center;">Date of mtg. <u>03/05/2014</u></p>	✓	
2	✓ If consensus reached, please check "YES" box and stop here.	✓	
3	<ul style="list-style-type: none"> ✓ If no consensus has been reached, prepare a secret ballot for each exception requested. ✓ Make sure the ballot question is clearly worded. 		
4	<ul style="list-style-type: none"> ✓ Make the ballots available to all faculty members. ✓ Contact all BU 05 members on paid or unpaid leave informing them of the vote. 		
5	✓ Notify the faculty of the voting deadline and provide for five (5) working days to cast their votes.		
6	✓ Have a roster to check off names for ballots. This helps to ensure all Bargaining Unit 5 members had opportunity to vote.		
7	<ul style="list-style-type: none"> ✓ Count the votes after all ballots are in (including any ballots from teachers that are absent). ✓ Keep the ballot box in secure place until ready to count. ✓ Make sure you have a witness for the counting. ✓ Report the vote tallies to your UniServ Director. <p>Vote Tally: Yes _____ No _____ Blank _____</p> <p style="text-align: center;">Total votes cast _____</p> <p>Percentage of votes in Affirmative: _____%</p>		



HSTA Process Check Requirement

Desiree Piercy to: jparis

Cc: rcamacho

Bcc: Lynn Kobayashi

03/13/2014 06:36 PM

History: This message has been forwarded.

HSTA Process Check Requirement:

Aikahi Elementary School reached a decision to accept the Bell Schedule for SY 2014-15 knowing that the school would need to apply for an exception because the Student Learning Time requirement was 5 additional minutes and the Teacher Instructional Time was -65 minutes from the required 1415 minutes.

In addition to this exception the School reached a decision to accept the newly proposed parent teacher conferencing plan- 2 entire days with the students missing the two days as compared to the original schedule of 8 days for conferencing with dismissal at 12:30 for the 8 days. The teachers agreed that a waiver through the SCC would also be filed to get approval.

A total of 29 teachers approved the bell schedule and the parent teacher conferencing Option 2 - 2 whole days with 3 teachers being absent from the count on March 5, 2014 at a faculty Mtg. held at the school.

Thank you.

Lynn M. Kobayashi

PRINCIPAL

Aikahi Elementary School

Telephone (808) 254-7944 ext. 225

email lynn_kobayashi@notes.k12.hi.us

281 Iliha Street

Kailua, Hawaii 96734

RELEASED TIME FOR CONFERENCES TO
REPORT STUDENT PROGRESS

REGULATIONS

Released time for conferences to report student progress are subject to the following regulations:

1. That dismissal of classes be limited to:
 - a. The hour immediately before the end of the student day;
 - b. Ten days in any one year.
2. That appropriate means be determined by the principal that a majority of the parents approves the dismissal of classes for the purpose of holding conferences to report student progress.
3. That the plans for released time be made known to the district superintendent and approved in advance of the scheduled dates for dismissing classes.
4. That specific provisions be made for the evaluation of the released time project, including problems encountered.
5. That a report be made to the district superintendent on the results and evaluation of the first released time project in any school.
6. That provisions be made to supervise students in school when dismissal prior to the regular time creates undue hardship on the parents.
7. That students not be penalized when the parents are unable or unwilling to participate in early dismissal provisions of in conferences.

Formed Code No. 5125

Regulations Adopted: 3/59; Am. 5/59; 10/70; Rescinded 9/74; Re-adopted 5/75

Amended: 6/83

Reviewed: 3/88

Aikahi Elementary Strive HI 2012-13 Step: Continuous Improvement Index Score: 301

Automatic Classification: None

	Step 1	Step 2 - Unweighted Points	Step 3	Step 4 - Weighted Points	Step 5 - All Schools
Achievement	Math Proficiency 80% Reading Proficiency 88% Science Proficiency 81%	Math Achievement (Math Proficiency Rate) x (40pts) 32 Reading Achievement (Reading Proficiency Rate) x (40pts) 65 Science Proficiency (Science Proficiency Rate) x (20pts) 16	83 pts of 100 pts Achievement (Elem. School Weight) 83 x (1.0) = 83	83 pts of 100 pts	
	Math Median SGP 55 Reading Median SGP 60	Math SGP Points assigned based on growth category 25 Reading SGP Points assigned based on growth category 50	75 pts of 100 pts Growth (Elem. School Weight) 75 x (2.0) = 150	150 pts of 200 pts 100	
	Chronic Absenteeism 10%	Chronic Absenteeism Points assigned by absenteeism category 100	100 pts of 100 pts Readiness (Elem. School Weight) 100 x (0.2) = 20	20 pts of 20 pts 20	
Achievement Gap	Non High-Needs Proficiency 91% High-Needs Proficiency 64% Gap Reduction* 17%	Current-Year Gap Points assigned based on Current-Year Gap Rate* 35 * (N-N-HN) / (N-N) Two-Year Gap Reduction Points assigned based on Gap Reduction Rate* 25 * (2010 gap - 2012 gap) / (2010 gap)	60 pts of 100 pts Achievement Gap (Elem. School Weight) 60 x (0.8) = 48	48 pts of 80 pts 20	
	For more information: hawaiipublicschools.org				‡ Numbers maybe rounded for presentation purposes.
301 pts of 400 pts					P F CI R

300

Aikahi Elementary**Trend Report:
Educational and Fiscal Accountability****School Report for School Year 2012-2013**

A *Guide to Understanding Trend Reports* explains the educational and fiscal measures and lists schools in each of the complexes for the school year 2012-13. The *Guide* is available on-line at <http://arch.k12.hi.us>.

Background

Student Enrollment	Total	SPED		ELL		Free & Reduced-Cost Lunch Program		Kindergartners Who Attended Preschool
		#	%	#	%	#	%	
School Year	#	#	%	#	%	#	%	%
2010-2011	522	29	5.6%	15	2.9%	80	15.3%	87.5%
2011-2012	502	28	5.6%	7	1.4%	93	18.5%	76.7%
2012-2013	470	31	6.6%	8	1.7%	84	17.9%	81.6%

Teachers	Total	Licensed	Years Experience	5+ Years at This School	Classes Taught by Teachers Meeting NCLB Requirements	Advanced Degree	Early Childhood Endorsement (Gr. K teachers)
School Year	#	%	Average	%	%	%	#
2010-2011	30	93.3%	15.9	57%	93%	23.3%	0
2011-2012	31	100.0%	15.2	61%	94%	32.3%	1
2012-2013	30	100.0%	17.5	70%	100%	33.3%	0

Academic Achievement

Hawaii State Assessment Standards-Based	Reading % Proficient by Grade Level						Math % Proficient by Grade Level							
	3	4	5	6	7	8	10	3	4	5	6	7	8	10
School Year														
2010-2011	82.1	87.3	87.3	86.6	na	na	na	73.8	78.2	80.0	74.6	na	na	na
2011-2012	91.8	88.9	86.8	92.5	na	na	na	83.6	81.0	75.5	83.0	na	na	na
2012-2013	83.5	93.5	85.7	90.9	na	na	na	77.2	90.3	73.2	72.7	na	na	na

Hawaii State Assessment Standards-Based	Science % Proficient by Grade Level			
School Year	4	8	10	HS
2010-2011	64.8	na	na	na
2011-2012	73.0	na	na	na
2012-2013	77.8	na	na	na

School Year	Proportion Ready for Kindergarten	Retention Rate %			Dropout Rate % (4-year rate)	Graduate On-Time %	Others %
		Elementary	Middle	Grade 9			
2010-2011	About 3/4	0%	na	na	na	na	na
2011-2012	About 3/4	0%	na	na	na	na	na
2012-2013	About 3/4	0%	na	na	na	na	na

*Results suppressed to protect student identity, in accordance with the Family Educational Rights and Privacy Act (FERPA)

Safety and Well-Being

Students	Average Daily Attendance %		Offenses by Type of Incident (number of citations per 1,000 students)					
			Violence		Property		Illicit Substances	
School Year	Elementary	Secondary	Elementary	Secondary	Elementary	Secondary	Elementary	Secondary
2010-2011	95.6%	na	0	na	0	na	0	na
2011-2012	96.1%	na	0	na	0	na	0	na
2012-2013	95.6%	na	0	na	0	na	0	na

School	Persistently Dangerous Schools (NCLB)	Workers' Compensation Claims	Student and Teacher Perceptions on School Quality Survey		Transition from home/preschool to Kindergarten	
School Year	Yes/No	Total # of claims	% of claims resulting in loss-time	Positive Responses		School mean (range 1-3)
				% of student	% of teacher	
2010-2011	No	2	0.0%	61.3%	71.4%	2.6
2011-2012	No	2	0.0%	79.8%	86.9%	2.6
2012-2013	No	2	0.0%	80.9%	98.4%	3.0

Civic Responsibility

	Young Voter Registration	Kids Voting Hawaii		Students Who Are Not Suspended	Volunteer Hours
School Year	# of students participating	# of students participating	% of students participating	% of Enrollment	# of PCNC volunteer hours per 100 students
2010-2011	na	510	97.7%	100.0%	0
2011-2012	na	--	--	100.0%	6
2012-2013	na	463	98.5%	100.0%	--

Fiscal Accountability

School Year	State General Funds				Significant Budget Changes*
	School Salaried Payroll	Allocation Excluding School Salaried Payroll	Expended	Carryover	
2010-2011	\$2,562,342	\$382,170	\$330,488	\$51,682	none
2011-2012	\$2,593,647	\$185,227	\$175,886	\$9,341	none
2012-2013	\$2,427,661	\$220,827	\$199,393	\$21,434	none

*Explanation of Significant Budget Changes



Aikahi Elementary School

School Code: 300

Grades K-6

School Status and Improvement Report School Year 2012-13



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Focus On Standards

This School Status and Improvement Report has been prepared as part of the Department's education accountability system to provide regular, understandable accounts of our schools' performance and progress, as required by §302A-1004, Hawai'i Revised Statutes.

This report describes the school and its setting; provides information about the school's administrators, teachers, students and facilities; summarizes progress made based on the school's improvement plan, and reports student achievement results along with other vital signs.

School Description

Aikahi Elementary is a suburban K-6 school located in Kailua, Hawai'i. The school focuses on the implementation of the Common Core State Standards in English Language Arts and Mathematics. Our standards-based academic curriculum and instructional design supports the development of critical thinking and communication skills that are necessary for students to become college and career ready as they transition to the intermediate school.

To develop and reinforce skills and dispositions that will enable students to compete and succeed in a global society the Positive Behavior Support program is implemented. This model fosters good citizenship to help students develop and reinforce values of the 5 Rs: *Respect, Responsibility, Resourcefulness, Resiliency, and Relationship*. These attributes align with the Hawai'i General Learner Outcomes, which are the overarching goals to standards-based learning, that contribute to the development of the academic, social, emotional and physical needs of all children.

Other programs that support the special needs of students include the *Windward District's Hearing Impaired/Deaf Education Program (Preschool-6)*, *English Language Learner Program (ELL)* and the *Gifted and Talented (GT) Program*.

Programs that support the implementation of content standards are offered to all students. One such program is the *Aina in the Schools (Aina Is)*, a health and wellness program taught by volunteers. This program addresses the science and health/nutrition content standards. Next school year, the Parent Teacher Association (PTA) will be funding music education to service K-6 students. Other programs offer a variety of service learning opportunities through our Junior Police Officer program, Student Council, Library Club, and Media Club.

Our after school programs include DREAMCO and Enrichment Wednesday. DREAMCO provides childcare from afterschool to 5:30 p.m. each school day, some holidays and during the intersessions. Enrichment Wednesday offers a variety of activities such as robotics, ceramics, soccer, dancing, golfing, Zumba fitness and Taekwondo. Students may participate in these classes for a small fee.

Aikahi Elementary parents and community members volunteer their time by helping with the following school activities: fund raising, tutoring, organizing special activities (Fun Fair, Back to School Night Science and Math Night), and playground maintenance and clean up on the weekends. Other support groups such as the "Tuesday Moms" assist teachers by running copies, collating, and preparing materials. The school's Parent Community Networking Coordinator (PCNC) works together with parents and the PTA in collaborating, planning and implementing many of the school activities.

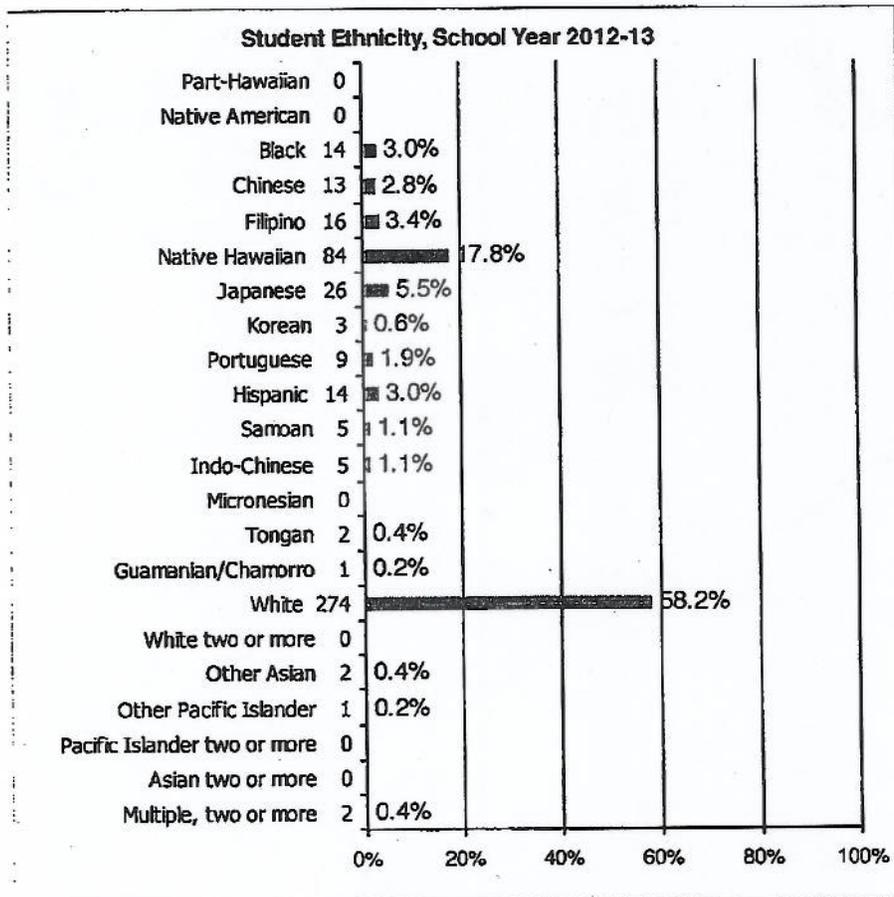
School Address:

Aikahi Elementary School
281 Iliha Street
Kailua, Hawaii 96734

School Setting

Student Profile

School year	2010-11	2011-12	2012-13		2010-11	2011-12	2012-13
Fall enrollment	522	502	470	Number and percent of students in Special Education programs	29 5.6%	28 5.6%	31 6.6%
Number and percent of students enrolled for the entire school year	482 92.3%	458 91.2%	440 93.6%	Number and percent of students with limited English proficiency	15 2.9%	7 1.4%	8 1.7%
Number and percent of students receiving free or reduced-cost lunch	80 15.3%	93 18.5%	84 17.9%	Percent of Kindergartners who attended preschool	88%	77%	82%



n = 471

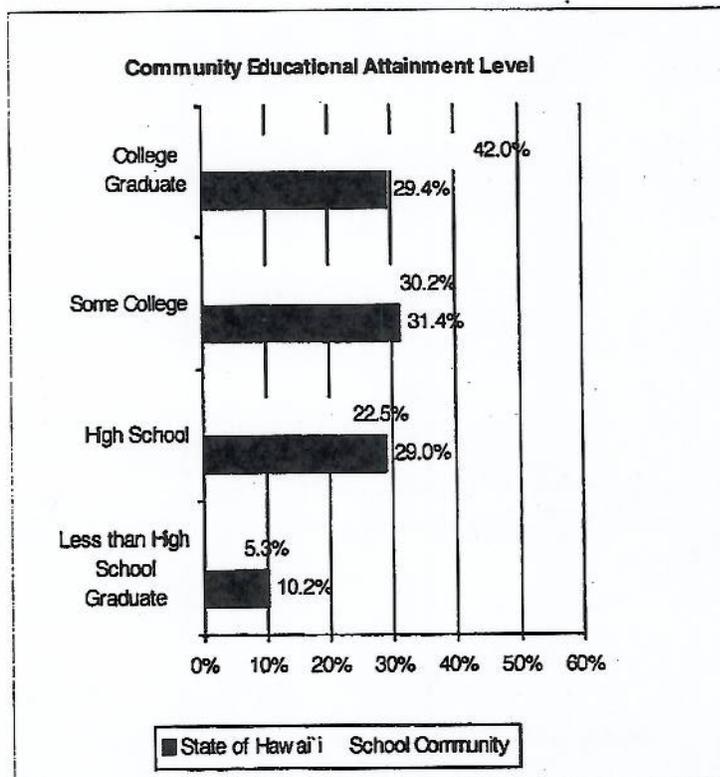
School Setting

Community Profile

The *Community Profile* information updated in this school report reflects selected 2010 demographics for the High School Complex (HSC) area in which this school resides. Profile data are based on the 2010 U.S. Census, the American Community Survey (ACS) 2006-2010 five-year estimates (centric to 2008), and incorporation of Hawaii's HSC boundary areas with updated 2010 Census geography. Figures for educational attainment and median household income are sample estimates obtained from the ACS, adapted to conform to HSC geography, and should be considered rough approximations of census counts.

Based on the 2010 U.S. Census

Kalaheo HSC Complex	School Community	State of Hawai'i
Total population	34,449	1,360,301
Percentage of population aged 5-19	17.3%	18.4%
Median age of population	31.0	38.6
Number of family households	8,171	313,907
Median household income	\$79,267	\$66,420



School Improvement

Summary of Progress

Aikahi Elementary School continues to support the implementation of the Instructional Learning Team (ILT) concept introduced by the Targeted Leadership Consulting (TLC) group. The school year 2012-13 began with new members (including a SPED representative) joining the ILT. They were tasked to attend Complex Area ILT meetings, collaborate in planning sessions to share information with the faculty, participate in guided walkthrough visits at the school and complex area, facilitate and support grade level teachers in meeting their grade level SMARTe goal, and analyze data for decision making.

The ILT led the faculty to examine reading and math data such as the HSA, STAR and DIBELS. It was concluded that Math was the area of need. A school wide SMARTe goal in Math was developed and each ILT member guided their respective grade levels in the development of a grade level SMARTe goal.

Teachers continued to address the enabling activities in Goal 1 of the school improvement plan focusing on instructional and assessment practices of the seven strategies of formative assessment, involving clear learning targets and student engagement strategies.

Through assessing the progress of the implementation of Goal 1 and the examination of the quarterly student assessment data in math and walkthrough observation data by administration, it was apparent that a major adjustment was necessary. Students were not progressing and teachers were challenged in effectively applying appropriate interventions to meet the needs of students who were not meeting proficiency. As a result, it was discovered that teachers were unclear about the targets and therefore the need to revisit the Common Core State Standards (CCSS) in Math became a priority.

The school spent the entire 2nd semester focusing professional development training on the Math CCSS, which included an overview session on the CCSS and the standards for mathematical practices, curriculum mapping, and written responses (constructed responses) and opinion /argument writing.

Although the school deviated from the 2012-13 Academic Plan goals and expectations, the decision to revisit the CCSS afforded teachers an opportunity to build a stronger understanding of the targets, the CCSS. With this knowledge, the school will be better prepared to resume their efforts to successfully implement their new Academic Plan for school year 2013-14.

An intervention plan for SY 2012-13 was developed in January 2013 based on the analysis of the reading and math assessment data, classroom observation data, and the needs of the teachers.

Goal 1: Assure all students graduate college and career ready through effective use of standards based education

- Understanding of the CCSS in Math, Reading and Writing – 2 whole day professional development trainings and 5 follow up training sessions during the faculty meetings from January 2013 to May 2013
- Overview of Curriculum Mapping – 1 faculty meeting session
- Development of grade level rubrics for written opinion/argument – 1 half day session and 2 faculty follow up sessions

*on-going support by Complex Area Support Team - CCSS and Formative Instruction resource teacher

Goal 2: Ensure and sustain a rich environment and culture for life- long learners

- Implementation of Tier 1 strategies for all students as outlined by the Response to Intervention Model (RTI).

*on-going support by Complex Area Support Team- RTI resource teacher

Goal 3: Continuously improve the effectiveness, efficiency, and responsiveness of the educational system

- Decision making process involving all stakeholders (ILT, teachers and staff, SCC, PTA)

*on-going

School Resources

Certified Staff

Teaching Staff

Total Full-Time Equivalent (FTE)		29.0
Regular Instruction, FTE	86.2%	25.0
Special Instruction, FTE	13.8%	4.0
Supplemental Instruction, FTE	0.0%	0.0
Teacher headcount		30
Teachers with 5 or more years at this school		21
Teachers' average years of experience		17.5
Teachers with advanced degrees		10

Professional Teacher Credentials

Fully licensed	100.0%	30
Emergency hires	0.0%	0

Students per Teaching Staff*

Regular Instruction	17.6
Special Instruction	7.8

* Regular instruction includes both regular and supplemental teaching staff and does not include mainstreamed special education students. Therefore, these figures do not indicate class size.

Administrative and Student Services Staff

Administration, FTE*	2.0
Librarians, FTE	1.0
Counselors, FTE	1.0
Number of principals at this school in the last five years	2

* Administration includes Principals, Vice-Principals, Student Activity Coordinators, Student Services Coordinators, Registrars, and Athletic Directors

Facilities

School Year Ending 2013

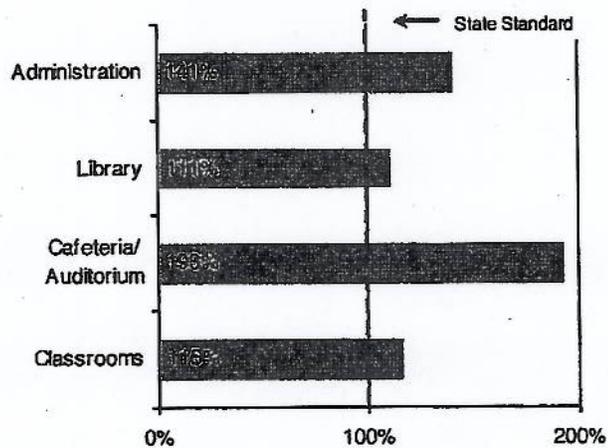
Classrooms available	32
Number of classrooms short (-) or over (+)	0

School facilities inspection results

From the 2011 school year school facilities inspection data are no longer available at the state level. Department schools are still required to do an annual assessment of its facilities in the following areas: Grounds, Building exterior, Building interior, Equipment/Furnishings, Health/Safety and Sanitation. All department schools should have their annual inspections completed by the second quarter of the school year.

Historically the majority of the department schools attained inspection assessment points in the following ranges, 9-15 earning a "Satisfactory" rating and 16-18 points earning the highest "Very Good" rating.

Adequacy of School's Space



School facilities are considered inadequate if below 70%; marginal if between 70% and 99%; and in excess of state standard if above 100%. School population is placed into size categories and is used in formulas to determine State standards for space. Graph does not display capacity exceeding 200%.

Vital Signs

School Quality Survey

The School Quality Survey (SQS), administered periodically by the System Evaluation and Reporting Section, is used for strategic planning and to comply with state accountability requirements.

Percent of Positive Responses

School Quality Survey Dimensions		Teachers		Parents		Students	
		School	State	School	State	School	State
Standards-Based Learning	2012	--	--	--	--	--	--
	2013	99.6%	98.9%	87.8%	94.0%	88.2%	90.7%
Quality Student Support	2012	--	--	--	--	--	--
	2013	99.1%	94.4%	85.1%	92.1%	81.7%	83.8%
Professionalism & System Capacity	2012	--	--	There are no parent items for this dimension		There are no student items for this dimension	
	2013	100.0%	96.3%				
Coordinated Team Work	2012	--	--	--	--	--	--
	2013	99.1%	91.3%	74.7%	86.7%	87.8%	90.3%
Responsiveness of the System	2012	--	--	--	--	There are no student items for this dimension	
	2013	100.0%	95.5%	92.2%	94.2%		
Focused & Sustained Action	2012	--	--	--	--	--	--
	2013	100.0%	95.4%	87.2%	92.0%	89.7%	89.7%
Involvement	2012	--	--	--	--	--	--
	2013	100.0%	96.9%	93.1%	94.2%	86.2%	83.4%
Satisfaction	2012	--	--	--	--	--	--
	2013	98.4%	92.8%	84.0%	93.3%	82.2%	87.0%
Student Safety & Well Being	2012	--	--	--	--	--	--
	2013	98.4%	94.7%	85.7%	92.2%	80.9%	83.6%
Survey Return Rate**	2012	--	--	--	--	--	--
	2013	69.7%	79.7%	40.4%	37.8%	100.0%	93.1%

Note: Scales used in the 2013 School Quality Survey dimensions were revised. As a result the 2012 SQS percentages are intentionally blank (- -) since they are not comparable to the 2013 percentages.

* State Teacher and Parent positive response figures are one of 4 grade spans (Gr. K to 5/6, Gr. 6/7 to 8, Gr. 9 to 12, and Multi-level) that best correspond to this school's grade span. The Student positive response figures for the State and this school are those of the highest grade level surveyed at this school.

** State Return Rate for Teachers, Parents, and Students are for one of 6 grade spans (Elementary, Elementary/Middle, Elementary/Middle/High, Middle, Middle/High, High) that corresponds to this school.

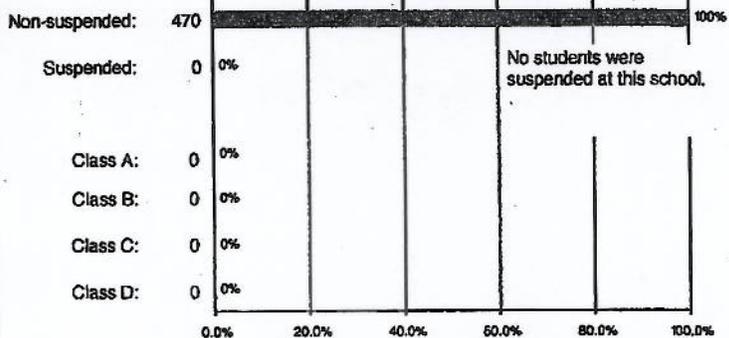
Vital Signs

Student Conduct

Attendance and Absences

School Year				State Standard
2010-11	2011-12	2012-13		
Average Daily Attendance: % (higher is better)				
95.6%	96.1%	95.6%	95.0%	
Average Daily Absences: In days (lower is better)				
7.9	7.0	7.9	9	

Suspensions, School Year 2012-2013



Examples of class of suspension:

- Class A: Burglary, robbery, sale of dangerous drugs
- Class B: Disorderly conduct, trespassing
- Class C: Class cutting, insubordination, smoking
- Class D: Contraband (e.g. possession of tobacco)

School Retention

Retention for elementary schools include students in all grades except kindergarten who were retained (kept back a grade). Retention for middle/intermediate schools include only eighth graders who were not promoted to ninth grade. Starting in 2004, eighth grade retention calculations that conform to NCLB requirements are used.

	Retention		
	2011	2012	2013
Total number of students	428	398	383
Percent retained in grade	0%	0%	0%

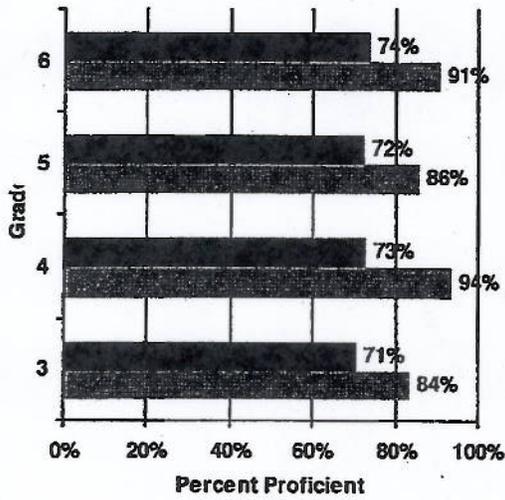
Note. " - " means missing data.

" * " means data not reported to maintain student confidentiality (see FERPA).

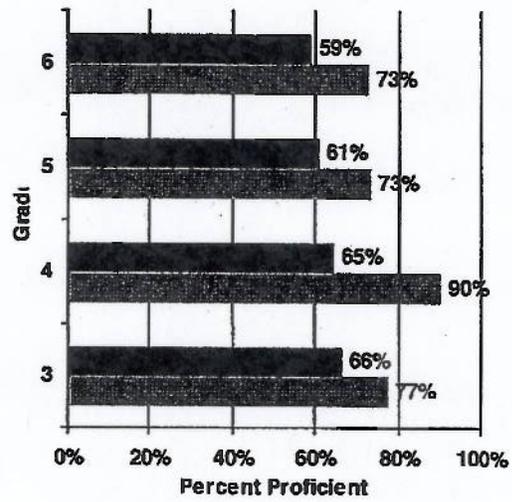
Vital Signs

Hawaii State Assessment Program

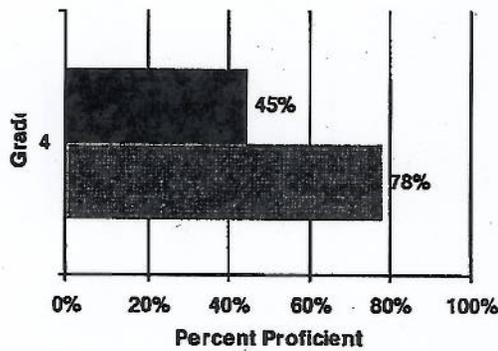
HCPS Reading



HCPS Mathematics



HCPS Science



The HCPS Science assessment is given in grades 4 and 8. High School (HS) HCPS Science assessment results are an end-of-course exam given to high school students enrolled in Biology I.

School
 State

A school's bar may not be shown to maintain student confidentiality (see FERPA).

Other School Information

Published on December 23, 2013. Updated on January 3, 2014.

System Evaluation and Reporting Section, Systems Accountability Office, Office of the Superintendent, Honolulu, HI: Hawaii State Department of Education.



Hawaii Department of Education
 School Schedule Submission Form - School Year 2014-15 (Elementary)

SCHOOL INFORMATION

Complex Area Name Kailua-Kalaheo		Complex Name Kalaheo	School Name 'Aikahi Elementary	
Principal	Select one: <input type="checkbox"/> The submitted schedule is in compliance with requirements. <input checked="" type="checkbox"/> The submitted schedule is not in compliance with requirements and we will seek a BOE waiver or contract exception.		Signature <i>[Handwritten Signature]</i>	Date 03/05/2014
Complex Area Superintendent	Select one: <input type="checkbox"/> The submitted schedule is in compliance with requirements. <input type="checkbox"/> The submitted schedule is not in compliance with requirements and the school will need to seek a BOE waiver or contract exception.		Signature	Date

SUMMARY OF SCHEDULE

TEACHER CALENDAR - TEACHER DAYS - REQUIREMENTS		Scheduled (Date or Description)
Work days without students	2 days at beginning of school year for administrator-initiated activities	07/28/14, 07/29/14
	2 days at beginning of school year for teacher-initiated activities	07/30/14-Kalaheo Complex PD Day K-12 and 07/31/14
	1 day scheduled between semesters for grading and other teacher-initiated activities	01/09/15
	2 days for school planning and collaboration	11/03/14, 02/04/15
	1 day at the end of the school year	06/04/15
	Other days without students	Teacher Institute Day 10/22/2014
Hours contiguous to the teacher work day for collaboration & professional development	21 hours, for use in 1 hour increments	21 + 6 hours will be used for Priorities 6 + 1 Strategies and Components for EES
	6 hours for use in multiples of 1/2 hour increments	See above.

OTHER REQUIREMENTS	DESCRIBE
Elementary students have expanded course offerings.	After School Study Hall Enrichment Programs (Math, Science, Robotics, and Art)

ADDITIONAL COMMENTS FROM PRINCIPAL (OPTIONAL)

- 1. While the lower grades are having lunch, the upper grades are having instruction. While the upper grades are having lunch, the lower grades are having instruction.**
- 2. BUS teachers teaching content area courses: library studies, technology and Physical Education once a week for 30 minutes per content area.**

BELL SCHEDULE

In the "Time" column, insert the time period. In the "Description" column, use a descriptor from the first column on the third page (e.g. passing, homeroom, recess, etc.). In the "Minutes" column, insert the number of minutes that the time period includes.

APPLICABLE DAYS: [enter M, T, W, TH, and/or F]		
Students	Start Time: 7:55 (M,T,TH,F)	End Time: 2:05 (M,T,TH,F)
Teachers	Start Time: 7:50 (M,T,TH,F)	End Time: 2:50 (M,T,TH,F)
Prep Time	Check one: <input type="checkbox"/> Floating <input checked="" type="checkbox"/> Common	
TIME	DESCRIPTION	MINUTES
7:50 - 7:55	Opening	5 min
7:55	Tardy Bell	
7:55 - 9:45	Period 1 and 2	110 min
9:45 - 10:00	1 st Recess	15 min
10:00 - 11:00	Period 3	60 min
11:00 - 11:30	1 st Lunch (K-2); Period 4 (3-6)	30 min
11:30 - 11:40	2 ND Recess (K-2); Period 4 cont. (3-6)	10 min
11:40 - 12:10	2 nd Lunch (3-6); Period 4 (K-2)	30 min
12:10 - 12:20	2 nd Recess (3-6); Period 4 cont. (K-2)	10 min
12:20 - 2:05	Period 5 and 6	105 min
2:05	Dismissal	
2:05 - 2:50	Teacher Prep	45 min

APPLICABLE DAYS: [enter M, T, W, TH, and/or F]		
Students	Start Time: 7:55 (W)	End Time: 1:20 (W)
Teachers	Start Time: 7:50 (W)	End Time: 2:50 (W)
Prep Time	Check one: <input type="checkbox"/> Floating <input type="checkbox"/> Common	
TIME	DESCRIPTION	MINUTES
7:50 - 7:55	Opening	5 min
7:55	Tardy Bell	
7:55 - 9:45	Period 1 and 2	110 min
9:45 - 10:00	1 st Recess	15 min
10:00 - 11:00	Period 3	60 min
11:00 - 11:30	1 st Lunch (K-2); Period 4 (3-6)	30 min
11:30 - 11:40	2 ND Recess (K-2); Period 4 cont. (3-6)	10 min
11:40 - 12:10	2 nd Lunch (3-6); Period 4 (K-2)	30 min
12:10 - 12:20	2 nd Recess (3-6); Period 4 cont. (K-2)	10 min
12:20 - 1:20	Period 5	60 min
1:20	Dismissal	
1:20 - 2:05	Teacher Prep	45 min
2:05 - 2:50	Teacher Meetings	45 min

SUMMARY OF BELL SCHEDULE

In the "Number of Actual Minutes..." column, insert the number of minutes scheduled. Repeat that number in the applicable blue and green columns. In the "Total" row, tally the total number of minutes in the blue and green columns. In the "Difference" row, indicate the difference in minutes between the Total scheduled minutes and the Required minutes.

	Actual Minutes Scheduled per Week	STUDENT (Act 167/52)	TEACHER (2013-17 Agreement)			
		STUDENT LEARNING TIME*	TEACHER INSTRUCTIONAL TIME	PREP TIME	LUNCH	"OTHER TIME"
Instructional Time	1530	1530	1350 1440	n/a	n/a	n/a
Homeroom	0	0	n/a	n/a	n/a	0
Study hall	0	0	n/a	n/a	n/a	0
Opening	25	25	n/a	n/a	n/a	25
Closing	0	0	n/a	n/a	n/a	0
Recess	125	n/a	n/a	n/a	n/a	125
Passing	25	n/a	n/a	n/a	n/a	25
Meetings	135	n/a	n/a	n/a	n/a	135
Lunch	150	n/a	n/a	n/a	150	n/a
Teacher Prep	225	n/a	n/a	225	n/a	n/a
TOTAL	n/a	1555	1440 1350	225	150	310
REQUIREMENT	n/a	1525	1415	225	150	310
DIFFERENCE	n/a	+30	+25 (-65)	0	0	0

> On Oct 9, 2013, at 8:45 PM, "Lynn Kobayashi"
<Lynn_Kobayashi/AIKAHI/HIDOE@notes.k12.hi.us> wrote:

>

> Ryan,

>

> Need help in working out a problem with meeting the instructional minutes during the parent teacher conference week.

> Aikahi has scheduled parent teacher conference from Oct. 28 to Nov. 8, a total of 7 days. The hours of school during the week of conferencing is 7:50 AM to 12:30 everyday except Wednesday. No conferences held on Wednesdays.

> I never thought about meeting the required instructional minutes of 1525 minutes. What are some ways that I can go about solving this problem?

>

> 1. Changing the bell schedule from 7:55 AM to 1:20 PM dismissal

> 2. What about recess? By contract teachers are required to have a 15 min. morning recess and a 1/2 hour lunch recess. Are students also required to have an additional play recess for 20 minutes after their 30 minute lunch?

> 3. Could we make up hours during the month if we can't during the week or two of conferencing?

> thanks.

>

> Lynn M. Kobayashi

> PRINCIPAL

> Aikahi Elementary School

> Telephone (808) 254-7944 ext. 225

> email lynn_kobayashi@notes.k12.hi.us

> 281 Ilihu Street

> Kailua, Hawaii 96734



Questions

Lynn Kobayashi to: Lyndsay Pinkus

10/22/2013 06:12 PM

Cc: Matt Wong, Gail Taketa

Bcc: Lynn Kobayashi

Lyndsay,

I am working with my Leadership team to complete the required task that must be submitted to the CAS then to Ronn Nozoe by Oct. 28, 2013.

I do not have the background knowledge that is necessary to complete this tasks effectively. I want to do my best to lead my teachers in this process and therefore ask for assistance in answering questions that we are puzzled about.

- Work day without students (Attachment B) Do we take into consideration our Teachers' Institute Day
- Page 4 - "OTHER TIME" What is this? and please provide examples.
- Page 4 - =310 mins. Do all the numbers under that heading in that column need to add up to 310 minutes?
- What do we do with Parent Teacher Conferences (7 days) and our two PD days (per HSTA contract) Do we take it out?
- What happens when we have a 4 day week? (Minutes are calculated by the week and therefore, we will be short of minutes on those weeks)

I realize that we will get feedback on our schedule, but we would like to do a good job and lack information and knowledge at this point in time. Understanding the language and going through the experience will help us develop our schedule for the new SY 2014-15, which will be due sometime in Dec. 2013 and will enable the team to better explain the process to our SCC and parents.

Thank you in advance for your time and understanding.
Please advise.

Lynn M. Kobayashi

PRINCIPAL

^ Aikahi Elementary School

Telephone (808) 254-7944 ext. 225

email lynn_kobayashi@notes.k12.hi.us

281 Iliha Street

Kailua, Hawaii 96734

**Aikahi Elementary School
Community Council Meeting Minutes**

SCC Members in Attendance:

Principal and Vice Principal: Lynn Kobayashi and Matt Wong

Parent: Theresa Lau, Kari Genter (guest)

Community: Rebecca Cruz, Steve Klein (Pastor Hope Chapel), Beau Denson (Navy)

Teachers: Julie Schell, Susan Miyashiro

Student: Cascade Johnson, Nani Tomich

School Staff: Merelin Faria and Emmaleen Balacua

1. Call to Order:
 - Date: October 28, 2013
 - Time: 3:00 p.m.
 - By: Lynn Kobayashi
2. Roll Call:
 - Secretary: Susan Miyashiro
3. Committee Reports: Groups within the SCC
4. Special Committees: Task force on special projects (e.g., school anniversary celebrations)
5. Agenda calendar items:
 - Meeting Norms
 - Overview of the School Community Council (SCC)
 - Mostly new members this year (discussed the 2-year rotations for teachers and non-certificated members)
 - Rolls and responsibilities of SCC members
 - SCC Focus: Student improvement and success achievement
 - Reviewed school vision and mission
 - SCC will review the Academic and Financial Plan
 - Reviewed the SCC Self-Assessment Ratings
 - SCC will conduct at least two school community meetings each year to share information and gather feedback about ACFIN ((1) PTA, August 21, 2013; and (2) Principal's Coffee, September 13, went over STRIVE HI data)
 - Presentation of School Data: Strive HI and School Quality Survey
 - Review Implementation Timeline
 - Behind in timeline
 - SCC orientation today
 - Need to schedule SCC meetings for the school year
 - New Strive HI and HSA data result
 - Reviewed Bylaws
 - Principal presented school data (Academic Financial Plan to be discussed at the next SCC meeting)
 - SCC Handbooks to be distributed at our next meeting

- Tech Coordinator will post agendas and minutes on iportal website and school website
 - No funds for SCC meeting
 - Need to keep track of evaluation of all school meetings
 - Need to submit an SCC waiver for parent-teacher conference days
 - Need to submit an SCC waiver for our two Professional Development days
 - ACT 51 will eventually add more instructional minutes, which may affect our specials, will need to be creative with our instructional minutes
 - Discussed possible surveys of different SCC groups to get feedback from others
- Presentation of SY 2013-14 Schedule
 - School Quality Survey results
 - Essential Question: How can I as a member of the SCC contribute to the education of all students at 'Aikahi School?
6. Evaluation of Meeting:
- Plus: Stayed on task, well represented by all groups, people felt comfortable raising concerns, lots of data reviewed and presented
 - Delta: Move to the library (more space), start on time even if all members are not present
7. Announcements:
- Next Meeting (November 25 at 3:00 p.m.): Review our school goals, discuss bylaws, elect officers
 - Other Meetings: December 16 (3-4p.m.), January 27 (3-4p.m.), February 24 (3-4:30 p.m.) (Academic Financial Plan), March (TBD), April 28 (3-4 p.m.), May 19 (3-4p.m.)
8. Adjournment Time:
- 4:10 p.m.

1/29/14

Wednesday Meeting - 1/29
Agenda

1. I.T. Share - Guided Walk Through
2. Grad level Meeting - I.T. Facilitator
CSSS/ETI Presentations
3. Re-vote articulation
4. Subscriptions



Principals Updates and Reminders

Laurie Amai, Janet Anderson,
Lynn Kobayashi to: Emmaleen Balacua, Rowena 02/02/2014 12:32 PM
Batungbacal, Ashley Beacham, Jennifer
Bcc: Lynn Kobayashi

Dear Faculty and Staff,

Let's continue to work towards our goals while keeping a clear vision of what we hope to achieve.

I am proud of your strong conviction and effort and believe you will accomplish what you set out to do even when much of what we are doing now are strategies/initiatives and some choose to look at them as mandates. It's difficult to see how these a strategies are connected to our school vision or your personal goals as a teacher. In time student achievement will improve. You will see growth in your skills as a teacher and perhaps your personal goals may be met. Change is messy and that is the phase that we are all in. Patience! Open your minds and seek to understand both perspectives!

I appreciate your sincere effort to complete tasks within deadlines. Administration will try our best to ensure that you are all able to complete tasks by providing appropriate support when necessary.

- PC Day was successful. I am going by the data collected through the evaluations. High ratings of 3 and 4 is an indication that some of your expectations were met. Thank you for using the day professionally.
- SLOs - 98% completed as of Friday. We will get the state figures through DES Amine sometime this week.
- Roster Verification - completed as of Friday. Second school in complex area to complete. Thank you for hustling to meet deadlines
- Tentative Proposed School List - Completed as of Friday, but pending till Feb. 3.
- Bell Schedule/Master Calendar - Completed as of Friday. Met deadline, Jan. 31 at 2:00 pm.

Friday was a whirlwind! I am sorry that both administrators were not able to sit through the entire agenda.

We are grateful to Trisha Kim for taking over a section of the agenda and for the teachers, who helped to clean up after the day. Special thanks to Carol Pierce who helped to tidy up the library after 4:30 pm.

Thank you.

Updates!

Much appreciation and thank you to Kaipo McKeague and his crew for picking up and following through with the departure of long time SFSM S. Miyata. We begin the new year Welcoming a new SFSM Keala Bright who hails from Maunwilili. She comes to Aikahi with the full credentials and skills as a full time baker and experiences working as a TA manager from other schools. Her new crew will be Kaipo McKeague, full time cook and TA baker Michelle Sakata. We know they

will work together to service the faculty, staff, students and parents with excellence.

At the same time we bid Cindy Fuller, Aloha! Cindy has pitched in and helped the cafeteria crew for over 6 years as a substitute. She will now seek more experience as a substitute baker at Maunawili. We will miss her friendly disposition and bubbly personality! Best wishes to her in her future endeavors.

We also welcome a new PPT, who will be our fourth grade hard of hearing student. Thank you Ryan Kamisugi for being flexible in working more hours due to the departure of the former PPT. Appreciate your willingness to pitch in for the students during these tough times. We try our best to meet federal requirements!

Reminders:

- **STEM Lesson** - Please plan to implement lesson within two weeks (research says that if you don't implement something you learn within 72 hours you lose it! I know you were thinking about it because it was an expectation.) I will be meeting with Ryan Williams and we will plan for a Wednesday meeting to review the data collected after you implement the lesson. I will speak more about this at the Steering Meeting.
- **Data Collection worksheet** - Trisha sent a reminder: We are collecting the data sheets because admin. will be meeting with DES Amine and CART Antone to review the work. on Feb. 11.
- **Steering Committee Meeting** at 2:05 to 2:50 pm. hopefully in the library.

Agenda: Desired Outcome:

- *Opportunity to evaluate Academic Plan SY 2013-14*
- *Opportunity to give feedback on data for development of new Academic Plan for 2014-15 which is due: Feb. 7*
- *Updates: Please let me know if you'd like to discuss other topics by Tuesday, Feb. 4*
- **Math and Pizza Night** - Friday, Feb. 7, 2014 in cafeteria from 5:00 pm to 7:00 pm
- **Kainalu Invitation** - Friday, Feb. 7, 2014 - Best Wishes to the student participants in this invitation. Thank you to Mr. Ikeda and crew for chaperoning and training the students during their work time.
- **Hard copy of your SLOs** - Each teacher has a blue folder located in a red plastic box. Located in my office on the table to the right as you enter the room. Please check your file and place your own SLO in your folder. Most folders have the grade level copy which may not be your own student expected targets.
- Jennifer Bodner complete and Susan Miyashiro complete. Thank you. (I found your copy in my box)

Schedule:

Monday, Feb. 3 - ILT Mtg. 2:20 pm in library

- 8-15 - Key Staffers Mtg.
 - Review data collected from walk through and RTI presentation to use for Academic Plan
- Tuesday, Feb. 4 - in school all day
Wednesday, Feb. 5 - in school all day

- 8:15 to 1:00 - Core Meeting
- 2:05 to 2:50 - Steering Mtg. in library
- 4:30 to 6:00 - Readiness Fair on base at Mokapu

Thursday, Feb. 6 - in school all day

Friday, Feb. 7 - in school all day

- Math and Pizza - 5:00 to 7:00

Together we can succeed!

Thank you!

Have a great week!

Lynn M. Kobayashi

PRINCIPAL

`Aikahi Elementary School

Telephone (808) 254-7944 ext. 225

email lynn_kobayashi@notes.k12.hi.us

281 Ilihu Street

Kailua, Hawaii 96734

February 7, 2014

Teachers,

It was decided at the Steering Committee meeting that we will re-vote on the decision to have an articulation schedule for school year 2013-14. These are two schedule options that I created. The red section is your grade level's articulation time.

Option 1: Tuesday - Friday articulation days leaving Mondays open for specials to cover during core, cadre, and peer review meetings. If your articulation day falls on a holiday or event, and known ahead of time, we can switch your articulation day to the Monday. Your articulation blocks are 120 minutes long. Kindergarten has 150 minutes because of the number of classes.

Option 2: Tuesday - Thursday articulation days. Core, cadre, and peer review meetings could be held on Mondays or Fridays, most likely during the 10:00 - 11:40. Your articulation blocks are 90 minutes long.

Your special classes that don't occur during your articulation time can be switched with another class. I know that some of you prefer having your specials on different days and I tried as best as I could to accommodate that.

Please look over both schedules before the re-vote on Wednesday. Thank you!

Trisha

**Aikahi Elementary School
Articulation Schedule - Option 1**

Time	Activity	Monday	Tuesday	Wednesday	Thursday	Friday
8:15 - 8:45	PE	Key Staffers Meeting				
	Computer			B2	C3	
	Library					C5
	Music					
	Makua					
8:45 - 9:15 *8:25 - 9:05	PE	Key Staffers Meeting				
	Computer			B3	C4	
	Library					
	Music					
	Makua					
9:15 - 9:45 *9:05 - 9:45	PE	Key Staffers Meeting				
	Computer			B4	C5	
	Library					
	Music					
	Makua					
1st Recess						
10:00 - 10:30 *10:00 - 10:40	PE					
	Computer			B5		
	Library					
	Music					
	Makua					
10:30 - 11:00	PE					
	Computer					
	Library					
	Music			B22	C25	
	Makua			C6		
1st Lunch						
11:00 - 11:40	PE	Cana, Canha Peer Review Meeting			B25	C23
	Computer					
	Library				C22	
	Music				B23	
	Makua				C25	
2nd Lunch						
12:20 - 1:00	PE	Cana, Canha Peer Review Meeting			B24	
	Computer			B25	C23	
	Library			C3		
	Music					
	Makua				C24	
1:00 - 1:40	PE	Cana, Canha Peer Review Meeting				C22
	Computer					
	Library					C4
	Music			C24		C6
	Makua					

Aikahi Elementary School
Articulation Schedule - Option 2

Time	Activity	Monday	Tuesday	Wednesday	Thursday	Friday
8:15 - 8:45	PE					
	Computer					
	Library		C3	A1		
	Music					
	Makua					
8:45 - 9:15	PE	A6				
	Computer			A5		
	Library		C4	A4		
	Music					
	Makua					
9:15 - 9:45	PE	A5				B5
	Computer			A4		
	Library	B2	C5			
	Music					
	Makua					
1st Recess						
10:10 - 10:55	PE		C6	B24		
	Computer					
	Library					
	Music			B6	B22	
	Makua			A6	C22	
10:55 - 11:40	PE			B25		
	Computer					
	Library					
	Music			C24	B23	
	Makua			C6	C23	
1st Lunch						
11:45 - 12:15 *12:20 - 12:50	PE					
	Computer				*C3	
	Library	*B3				
	Music				*B3	
	Makua				*B4	
2nd Lunch						
12:30 - 1:15 *12:50 - 1:20	PE	C22		*B2		B22
	Computer	C6			*C4	B25
	Library	*B4			B24	
	Music		C25	*A1	C23	
	Makua		C24	C25		
1:15 - 2:00 *1:20 - 1:50	PE	C23				B23
	Computer	C25			*C5	B24
	Library	*B5			B25	C24
	Music		C6		C22	
	Makua		*B6			

2/12 Faculty Decision Making Voting Ballot

Your username (mattwong@aikahi.net) will be recorded when you submit this form. Not mattwong? [Sign out](#)

* Required

What grade do you teach? *

Do you want to have the Fun Fair this year? *

Fun Fair will no longer be PTA sponsored. Tammy will be the chairperson. See details in 2/4 Steering Minutes.

Do you want to pilot the SBAC Assessment this year? *

Do you want the articulation schedule to start this school year? *

If the articulation schedule starts this school year, which scheduling option do you want to follow? *

See option 1 and 2 - Trisha put it in your box last Friday.

Do you want to have the STAR program next year? *

Do you want to have the STAR party next year? *

If you answered no party, but yes to STAR program, are you willing to have an incentive program in your classroom? /

Do you want to have STAR assessments next year? *

Reading and Math - WSP

Do you want to have DIBELS assessments next year? *

Reading and Math - WSP

Do you want to have Accelerated Reader next year? *

WSP

Do you want to have Math Facts in a Flash next year? *

WSP

Do you want to have IXL next year? *

WSF

Do you want to have Destiny Quest One Search feature next year? *

Library Funds

Do you want to have Discovery Education next year? *

WSF

Do you want to have Encyclopedia Britannica Online next year? *

WSF

Do you want to have Big Universe next year? *

Library Funds

Do you want to have the Tumble Book Library? *

Library Funds

Do you want Tumble Readers next year? *

Library Funds

Do you want to have EBSCO Host next year? *

Library Funds

Send me a copy of my responses.

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100%: You made it.

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Reminder

Lynn Kobayashi to: Adam Ogan, Alexandria Kauhini, Alisa Grip, Carla Uchima-Toy, Carol Pierce, Charmen Olkowski, Chelse Goergen, 02/24/2014 09:33 AM
Cc: Lynn Kobayashi

Reminder:

Wednesday, Feb. 26, 2014 - Grade Level Meeting

Task: Discuss Bell Schedule

Outcome: Agreement by the teachers to accept our Bell Schedule because of the following reasons:

- +5 minutes for student instructional minutes (requirement:1530)
- 65 minutes for teacher instructional minutes (requirement: 1350)
- 25 minutes for OTHER (310)

We also need SCC exception if we go with the schedule: Meeting scheduled for March 6, 2014

I did submit our schedule on Friday, Feb. 21 when it was due at 12:00 pm but we need to complete the 2 steps if we are in agreement.

Let's meet at 2:05 Pm in library for review of the Bell Schedule

Thank you.

Lynn M. Kobayashi

PRINCIPAL

`Aikahi Elementary School

Telephone (808) 254-7944 ext. 225

email lynn_kobayashi@notes.k12.hi.us

281 Iliha Street

Kailua, Hawaii 96734

Faculty Mtg./ Steering Mtg.

Wednesday, March 5, 2014

2:05-2:50 PM

Agenda

Faculty Mtg.

Desired Outcome:

- Faculty discussion and agreement on bell schedule (revised bell schedule)
- Faculty discussion and agreement on Parent Teacher Conference for SY 2014-2015
- Update on “ Spring Fling” (Heupel)
- Presentation of SBAC Schedule (Kim)

Steering Mtg.

Desired Outcome;

- Feedback and input to revised Academic Plan based on the following discussions: refer to yellow handout Example: GT, Homework, SB Grading, etc.
- Updates

Agenda:

2:05 – 2:20 – Bell Schedule – Discussion / Agreement

2:20 – 2:50 – Steering Mtg.

- Refer to yellow handout with issues to be discussed.
- Parent Teacher Conference – SCC Exception
- Grade K Schedule - SCC Exception (need to ask permission from CAS)
- GT Program for SY 2014-15 – not supplanting ELA but a supplemental support for students
- GEs Status
- Open House Structure for SY 2014-2015 Purpose: communicate and inform parents
- Development of class list
- Review Calendar for remaining SY 2013-2014

Table discussion on Grading and homework until next meeting – April 2, 2014

AIKAHI ELEMENTARY SCHOOL COMMUNITY COUNCIL MEETING

March 6, 2014

OFFICE CONFERENCE MEETING ROOM

281 Iliha Street

Kailua, Hawaii 96734

AGENDA

Desired Outcomes:

- Review Academic Plan for SY 2014-2015
- Agree on exception to bell schedule and Parent Teacher Conference Dates for SY 2014-15

Essential Question:

How can I as a member of the SCC contribute to the education of all students at 'Aikahi School?

1. Call to order:
2. Roll Call:
3. Approval of the Minutes
4. Committee Reports:
5. Unfinished business:
6. Review Implementation Timeline
7. New business:
 - Review Academic Plan
8. Evaluation of Meeting: Plus/Delta
9. Announcements:
 - Next Meeting: March 31, 2014
9. Adjournment Time:



Principal Update and Reminders for week ending March 7, 2014

Adam Ogan, Alexandria Kauhini, Alisa
Lynn Kobayashi to: Grip, Carla Uchima-Toy, Carol Pierce, 03/01/2014 01:08 PM
Charmen Olkowski, Chelse Goergen,

Dearest Faculty and Staff,

I hope to be present at work on Monday, May 3, 2014. My attendance record has not been good and I really need to do less preaching and more doing. I talk to the students about the importance of being in school and what they can do to keep healthy and I must do the same. I need to walk the talk! Well in my old age... I need to really work at it!

Happy Girls' Day! O hina sama Omeidetou!

Reminder:

1. Monday, March 3, 2014 - Grade 6 Articulation
2. Monday, March 3, 2014 - Key Staffers' Mtg. Postponed due to Danielson
3. Wednesday, March 5, 2014 - Brief Faculty Mtg/Steering Committee Mtg.
2:05 - 2:15 - Faculty Mtg. in Library - Discussion on Bell Schedule for SY 2014-15
2:15 - 2:50 - Steering Meeting
 - Final Input and feedback of Academic Plan
 - Discussion - AR and incentive (party) for SY 2014-15
 - Discussion - Responsibilities of librarian
 - Discussion - Tech Coordinator for SY 2014-15
4. Wednesday, March 5, 2014 - Career Day (10:00 AM to 11:45)
5. Wednesday, March 5, 2014 - Grades 3-6 Tripod Survey (am & pm)
6. Wednesday, March 5, 2014 - PTA Mtg. (6:00 - 8:00 PM)

Principal's Schedule:

Monday, March 3, 2014

7:15 to 2:00 - Danielson Observations

Tuesday, March 4, 2014

7:15 to 2:00 - Danielson Observations

Wednesday, March 5, 2014

8:30 - 10:00 - Review Academic Plan with SRS Takeshita

2:05 - 2:50 - Faculty /Steering in library

4:30 - 5:30 - Lottery in cafeteria

6:00 - 8:00 - PTA Mtg.in library

Thursday, March 6, 2014

7:00 - 12:00 - Castle High Physical Fitness Meet

1:30 - Danielson

3:00 - 4:00 - SCC Mtg. in library

Friday, March 7, 2014

7:15 - 2:00 - Danielson Post Conferences

5:00 - 7:00 ? - 3rd Annual Reading Night -K-3 in Cafeteria?

Heads Up!

- Principal and VP off campus for mandatory Danielson Training on the following days from 8:00 AM to 4:00 PM:

Monday, March 10 (Kim TIC)

Tuesday, March 11 (Kitamura TIC)

Thursday, March 13 (Kitamura TIC)

- Faculty and Extended 1 Hour PD
Wednesday, March 12, 2014 - STEM and Faculty Mtg.

Quote: Reflect, Solve, Create, Grow and Think!

Have a great week and look forward to the next! (only 10 days before the spring break!)

Lynn M. Kobayashi

PRINCIPAL

Aikahi Elementary School

Telephone (808) 254-7944 ext. 225

email lynn_kobayashi@notes.k12.hi.us

281 Iliha Street

Kailua, Hawaii 96734