



STATE OF HAWAII
DEPARTMENT OF EDUCATION
WINDWARD O'AHU DISTRICT
46-169 KAMEHAMEHA HIGHWAY
KANE'OHE, HAWAII 96744

LEA E. ALBERT
COMPLEX AREA SUPERINTENDENT

C. SUZANNE MULCAHY
COMPLEX AREA SUPERINTENDENT

July 1, 2014

TO: Windward District School Principals

FROM: *Lea E. Albert*
Lea E. Albert, Castle-Kahuku Complex Area Superintendent

C. Suzanne Mulcahy
C. Suzanne Mulcahy, Kailua-Kalaheo Complex Area Superintendent

SUBJECT: Windward District "Be Pono – Be in School" Attendance Campaign

Windward District will be continuing it's "Be Pono – Be in School" Campaign for SY 14-15. See attached flyer of SY attendance campaign events. Elementary schools will be receiving flyers with stickers for each student to promote consistent school attendance. Please distribute to your students as part of your school's focus on attendance. For additional materials, please contact Paula Wong, DES SBBH through Lotus Notes. Thank you.

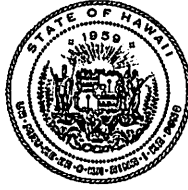
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Attendance Events

for 2014-2015 School Year

- First Quarter: Attendance Month, Aug. 1-31, 2014
 - Attendance Contest for month of August for all elementary schools in Windward District
 - Blitz Attendance Sign Waving, Aug. 13 (all schools)
- Second Quarter: "Be Pono, Be In School" Video Contest, begins October 2014
- Third Quarter: Attendance Poster Contest for secondary schools in Windward District, begins January 2015
- Third Quarter: 100 Days of School/"Be Pono Day", January 27, 2015
- Fourth Quarter: "Finish Strong", attendance event TBA





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Dear Parent/Guardian:

With the start of the 2014-15 School Year the **BE PONO – BE IN SCHOOL** attendance campaign is launching our first

"ATTENDANCE AWARENESS MONTH"
AUGUST 1-31, 2014

The Elementary Schools in each complex will compete to win fun prizes. The school with the best attendance record during Attendance Awareness Month **WINS!**

- Our goal this year is to encourage daily, on time school attendance.
- Academic success starting in kindergarten and continuing through high school is dependent on daily on time attendance.
- **Families play a key role in making sure students get to school safely every day and understand why attendance is so important for success in school and in life.**
- We realize some absences are unavoidable due to health problems or other circumstances. But, we also know that when students miss too much school - regardless of the reason -it can cause them to fall behind academically. Your child is less likely to succeed if he or she is chronically absent.
- The Hawaii State Board of Education has defined chronic absenteeism as any student missing 15 or more days of school, excused or unexcused.

Clearly going to school regularly matters!

Here are a few practical tips to help support regular attendance:

- Make sure your children keep a regular bedtime and establish a morning routine including breakfast.
- For young children lay out clothes and pack backpacks the night before.
- Ensure your children go to school every day unless they are truly sick.
- Avoid scheduling vacations or doctor's appointments when school is in session.
- Talk to teachers and counselors for advice if your children feel anxious about going to school.
- Develop back up plans for getting your child to school if something comes up. Call on a family member, neighbor, or another parent to take your child to school. Set up a car pool.
- Leave early enough to account for traffic so your child gets to school on time.

Let us know how we can best support you and your children so that they can show up for school on time every day. We want your child to be successful in school! If you have any questions or need more information please contact your child's school.

Attention all STUDENTS

AUGUST IS ATTENDANCE MONTH



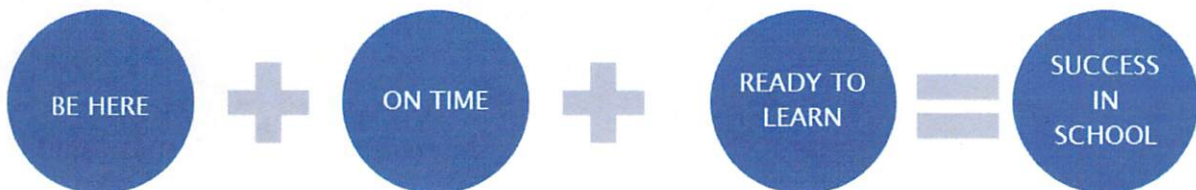
August 1 - August 31, 2014

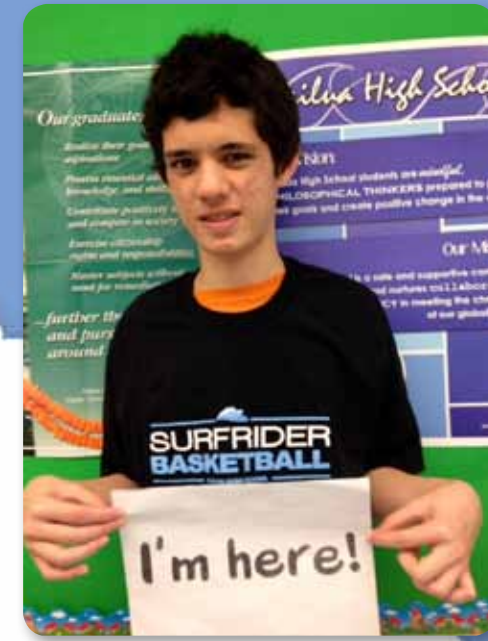
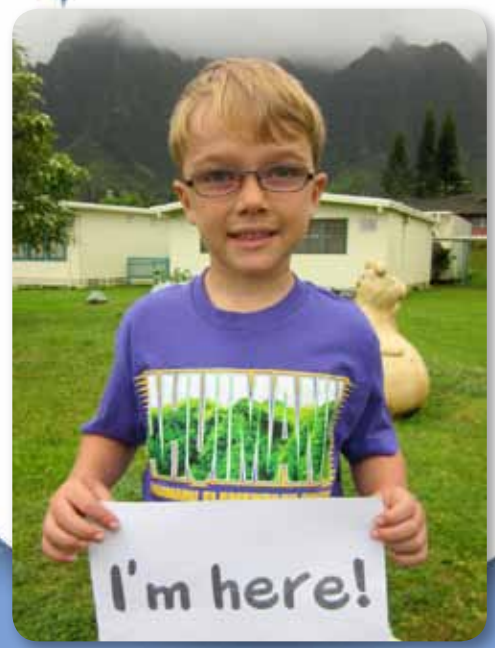
Come to School

Everyday - On Time

*Help YOUR ELEMENTARY SCHOOL win the
Best Attendance Contest!*

Each complex will have a winning school.





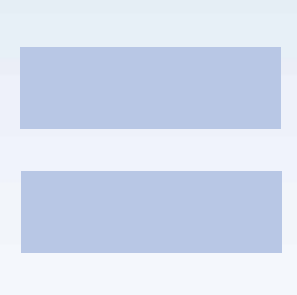
BE HERE



ON TIME



READY TO LEARN



SUCCESS IN SCHOOL



School is Mandatory Kindergarten to 12th Grade

