

“The Kula Way”



Kula School
Family Handbook
SY 2016-2017

5000 Kula Hwy

Kula, HI 96790

www.kulaschool.weebly.com

808-876-7610

SY 16-17 Contents

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Welcome to Kula School- Home of the Cougars

The faculty and administration welcomes you to Kula School. This Student/Parent Handbook was prepared to give you an understanding of programs, procedures and events at Kula School. We look forward to working with you while supporting The Kula Way and your child's success.

Should you have any questions regarding our school please feel free to call the school office at 876-7610 or visit our website at www.kulaschool.weebly.com

A Brief History of Kula School

Kula School was opened in September of 1964 and was a planned consolidation of *Keokea School and Kealahou Schools* in anticipation of increased enrollment from the Baby Boom generation. Kula remained a Kindergarten through grade eight school until 1986 when *Kalama Intermediate School* opened reducing Kula's grade levels to Kindergarten through grade five. Historically, Kula students attended *Maui High School* at either the Hamakuapoko Campus or the Kahului Campus until the completion of *King Kekaulike High School* in the mid-1990s. Kula families have also had a strong historical connection to the private school system sending their children to *Seabury Hall* and *Saint Anthony School* over the years. Approximately twenty-five percent of our students will attend a private school after leaving Kula School.

Kula School Mascot

The Kula School mascot, The Cougar, was established by vote of the students sometime in the 1980s. In 2014 the current student body named our mascot "Kaleo"- "The Voice" of Kula School. Kaleo makes appearances at school assemblies and special events.

Kula School Colors

Kula School colors are Kelly Green & White.

The Kula Way- A Culture of Mutual Respect, Shared Responsibility & Academic Excellence

Our Current Mission: At Kula School parents, teachers, and students work together to develop positive relationships and a culture of mutual respect, shared responsibility and academic excellence.

Our Current Vision: Be a school that reflects excellence in all things that we do.

Our Current Goals:
Build Trust with the Community
Do What's Best For Our Students
Promote Our School

Our Current Values: Care, Commit, Contribute, Follow Through

Parent Student Teacher Compact

This compact is a voluntary agreement that reflects the role each of us play in supporting the learning process and each other.

As a parent/guardian, I will:

- show respect and support for my child, the teacher, and the school in my actions and my words
- see that my child attends school regularly and on time
- establish a time for homework and review homework daily
- support my child at school, and show the value of education by attending school activities and communicating with my child's teacher
- provide a home environment that encourages my children to learn by talking about their school experiences

As a student, I will:

- take responsibility for my own learning
- work well with others
- engage in complex thinking and problem solving
- recognize and produce quality products
- observe, listen, read, write, and speak clearly so that others will understand me
- respect and use technology to effectively communicate, collaborate, research, and solve problems

As a teacher, I will:

- show respect for each child and his or her family
- provide an environment that is warm, caring, safe, and enforce rules equitably
- be a positive role model who helps children develop a love of learning and demonstrates enthusiasm for learning
- teach through interesting, meaningful, and challenging lessons and have high expectations for all students
- communicate with parents about their child in school and work with parents for the benefit of their child

Kula Staff and Colleges Attended- SY 16-17

1. Josalind Akoi UH Manoa
2. Maura Breen UH Manoa
3. Ben Callahan University of Oregon
4. Jackie Davis UH Manoa
5. Stacie Fernandez UH Manoa
6. Emily Gourlay Cal State U. Northridge
7. Diane Ino Oregon College of Education
8. Suzanne Jensen Trenton St. College
9. Casey Kaaukai Chaminade Of Honolulu
10. Sharon Kakiuchi UH Manoa
11. Joe Mrasek U.C.S.B & Fresno State
12. Lori Migita UH Manoa
13. Allison Dickson UH Manoa
14. Megan Ogle Pitzer College & Claremont
15. Summer Petersen UH Manoa
16. Tracy Piligrin UH Manoa
17. Amanda Shim Santa Clara University
18. Caroline Walker Central Washington University
19. Pamela Whitmer Cal State University
20. Chris Bachaus Florida State University, University of Oregon, UH Manoa
21. Jennifer Kelly Santa Clara & Chaminade
22. Debbie Perry UH-Manoa
23. Tina Kekoolani UH- Manoa
24. Kristi Kakiuchi UH- Manoa
25. John Furtado Chaminade
26. Amber Olson UH- Manoa
27. Valerie Budnick Eastern Washington University
28. Demi Gannon UH-Manoa
29. Mohala Pokini UH- Manoa
30. Julia Brennan San Jose State
31. Kanoa Kaiaokamalie U of Oregon
32. Tina Akau U of Oregon

WASC- In school year 16-17 we will begin our accreditation process with the Western Association of Schools and Colleges. We will begin by creating our self study in focus on learning groups. For more information about WASC please visit <http://www.acswasc.org/>

Kula School Policies & Procedures

Parent Community Protocol for Addressing Concerns

In order to promote improved communication and timely attention to concerns, Kula Elementary School 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 the 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 a behavioral or social nature, a counselor can be counted upon for assistance and also to work with the student.

Step 3: Conference with the Principal

If a parent is not satisfied with a teacher's response, the school principal should be contacted. There may be an occasion when the principal may not be available, in which case it should be referred to the vice principal. 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 4: Contact the Complex Area Superintendent

Should a parent not be satisfied with the school principal's handling of the concern, 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 5: Contact the Deputy Superintendent

Should a parent not be satisfied with the Complex Area Superintendent's action, the next level is the Deputy Superintendent's Office or State Superintendent's Office.

The above steps are to be followed in the order written. More often than not, all concerns will be taken back to the school level for resolution.

STATE OF HAWAII
DEPARTMENT OF EDUCATION
KULA ELEMENTARY SCHOOL
5000 KULA HIGHWAY
KULA, HI 96790

Reviewed by School Community Council 4/29/14
Solicited input/ amended by Kula School Faculty 5/5/14

Class D Offenses: School- Prohibited Conduct
Contraband; Disrespect/Non Compliance; **Dress Code (uniform)** Violation; Inappropriate language; Class Disruption; Lying; Cheating; Physical Contact; Property Misuse; Tardy; Teasing/Taunting; Other Violation of School Rules

Contraband includes but is not limited to the following.

Cell phones	Personal Video games	Pornography
Personal Electronics (Ibods/MP3 players, etc.)	Video cameras	Lasers
Radio/CD players	Alcohol	Knives/weapons
Shoe skates	e-cigarettes/cigarettes	Matches/lighters
Cameras	Projectiles	Fireworks
Collector cards	Water guns	Candy/ chewing gum
Skateboards	Whistles	Toys (“Kendama”, Marbles, etc.)

Students in possession of contraband will be disciplined and the item (s) will be confiscated.

Cell Phone Policy

Must be turned off upon arrival on campus and remain off until the end of the school day. Secure phone in safe place and in the off position. Any use of a cell phone or any disruption caused by the cell phone during school hours will result in the phone being confiscated and held until the end of the school day in the office.

School Safety Committee/ Program

The Kula School Safety Program consists of monthly fire drills and five annual emergency drills including an off-campus evacuation drill. We have a mandated School Safety Committee that meets on a quarterly basis to help us proactively manage any issues or concerns regarding safety on our campus.

Student Name Tags

Keeping our children safe is the top priority at Kula School. We require students to wear name tags throughout the school day and at all off-campus excursions.

Student Drop Off

Student drop off and pick up times are busy. Our primary goal is to keep our students safe during these times. Please do not drop off your child before 7:00 am and no later than 7:40 am each morning. Please be sure to have your child ready to get out of the car when arriving in the morning.

Please drop off only through the express lane in front of the school office or in a safe area in the upper parking lot that allows for students to use the main crosswalk. Students are expected to wait in the main courtyard or in the school cafeteria until dismissed by an adult to their classroom at 7:30 am.

Student Pick Up

School is dismissed at 2:00 pm everyday except Wednesday. On Wednesdays school will be dismissed at 12:30 p.m. Students should meet their parent(s) in front of the office as soon as school is dismissed. Please do not block the express lane.

Visitors & Volunteers

Visitors are welcome on campus. Classroom visits must be scheduled with the teacher. All visitors must check in at the main office to receive a visitor badge. Visitors are to wear the badge while on campus.

Birthday Party/Celebrations

Outside food for the class is prohibited during school lunchtime. Parents will be allowed to bring cupcakes to the class during the last period of the day (the last 30 minutes prior to the end of the day). Due to some students having food allergies no other food will be allowed.

Chapter 31

Chapter 31 prohibits the use of tobacco on any public school campus in Hawaii.

Attendance /Homework Policy

We ask that every effort be made to plan family trips during scheduled school breaks. Our policy states that Parents/ Guardians will receive a phone call from your child's teacher whenever a child has missed five (5) days or more days of school (cumulative). Schools are required to

notify parents at least by mid-quarter of excessive absences. The Department of Education (DOE) does not distinguish between excused and unexcused absences.

When a child is absent eight (8) or more days of school a letter will be generated to parents. After fifteen (15) days of absences, a school social worker may contact the parent/guardian of the possibility of referral to Family Court.

At Kula School we understand that many parents and guardians follow school procedures and notify the school office of absences, however, we are required by law to provide this information regardless of prior notification. When notifying the school of an absence please contact the office directly, not the teacher.

Tardy Policy

Please make every effort to ensure your child arrives to school on time. Students who arrive after 7:45am will need to go directly to the school office and get a tardy pass.

Permission to Leave Campus

Parents must check out students from the main office for early dismissal. A student is not allowed to leave school grounds before dismissal time without a written consent from a parent or guardian. Parents must write, call, or come to the office to request a pass to leave campus.

Homework

Homework provides practice for lessons learned within the school day. It is expected to be completed by the student and turned into the teacher daily. If you have questions please contact your child's teacher. As part of our extended practice philosophy students are offered two online resources that may be assigned through IXL and KidBiz.

Student Recognition Assemblies

Once every academic quarter students are recognized – for both academic and civic accomplishments- at grade-level assemblies. An invitation to the assembly will be sent home in your child's communication folder if your child is chosen.

Kula School Uniform Policy

Approved PTA Executive Board 02/18/14

Voted upon and approved by Kula School Faculty 04/02/14

Approved by the Kula School Community Council 04/29/14

It is the intent of the Uniform and Dress Code Policy to help provide a safe and disciplined learning environment for our students. This is the first requirement of a good school. It has been determined by the school community that Kula Elementary School shall require school uniforms for its students. The potential benefits of uniforms may include:

- Instilling students with pride and unity
- Reducing ethnic, social and economic barriers
- Eliminating gang-related attire

- Helping students focus on learning
- Reducing the financial burden of parents
- Raising academic achievement

Parent Involvement

The process to develop a school uniform met all criteria as established by the State of Hawaii Board of Education. The approval to proceed with the uniform policy was granted by the Kula Elementary School Community Council and Kula School Parent Teacher Association.

Protection of Religious and Other Rights of Expression

Kula School shall follow the guidelines set forth by the Kula School Uniform Policy, the State of Hawaii Board of Education and all applicable state and federal laws.

Waiver

Parents/Guardians and students wishing to be exempt for religious or health reasons from the policy must:

- Complete a waiver application form and sign the statement of understanding
- Meet with the Principal

Required School Uniform Policy

Students are required to wear the approved school uniform Monday through Thursday. Friday students may wear optional attire. Optional attire must meet Dress Code regulations.

Dress Code

Students who are exempt from the approved school uniform must be in compliance with the Dress Code regulations.

Discipline Procedure

Anyone in violation of the uniform policy may be given a uniform loaner for the day and may be subject to disciplinary action via Chapter 19 Class D Offense Procedures.

Lunch Applications

Kula School participates in the Federal Lunch Program which entitles some students to be eligible for free or reduced prices on meals depending on family income. If you would like an application please see the office, our website, or the Department of Education website www.hawaiipublicschools.org.

Lunch Menus

Lunch menus are published monthly and are available in the office, on our website, and in the Monthly Newsletter. Our menus are in compliance with the Federal School Lunch Program guidelines.

Lunch Loan Procedure

The DOE's "Lunch Loan Guidelines" states that the school will no longer make unlimited loans, whether for breakfast or lunch, to students who do not have funds in their meal accounts.

Understandably, there may be times when funds in your child's meal account are depleted and you are unable to immediately make a deposit. As an interim measure, the Department has established a maximum loan amount as follows:

	<u>Maximum loan</u>
For students eligible for free meals	no loan
For students eligible for reduced priced meals	\$ 2.00 maximum
For students who pay the regular student price for meals	\$11.00 maximum

If there are no funds in your child's meal account, and the "lunch loan" maximum amount has been reached and you are unable to make a deposit, you should send your child to school with a home lunch. Your child should bring a home lunch until you are able to repay the lunch loan and make a deposit into your child's meal account.

If your child has a negative meal account balance and has maximized the lunch loan, but has since become eligible for free or reduced meals, you are still required to pay off the negative balance(s). Please note that a negative meal account balance or an outstanding lunch loan balance will carry forward to the next school year or to another school until balances are cleared.

Deposits will be accepted as (cash only) in an envelope in the school office. Make sure your envelope is sealed and labeled. Drop the envelope in the drop box located in the main office.

Student Transportation Service

If you would like to have your child ride the bus to school come to the school office or go to our website www.kulaschool.weebly.com. Roberts of Hawaii contracts for public school transportation. Bus applications are available in the school office. Bus fees may be paid (in cash only) in the school office. For SY 16-17 round trip annually is \$ 270.00; one way annually is \$135.00. Passes may also be purchased on a quarterly basis. Quarterly round trip is \$72.00; Quarterly one way is \$36.00. Coupon sheets of 10 are \$12.50

Health Room

The health aid is on duty from 7:30 am to 2:30 pm. Please make sure that your emergency cards remain updated so the health aid may contact you in case of emergency. Throughout the year Public Health services may be offered such as Flu shots, dental screenings, vision screenings. If your child has any allergies, please notify the health aid.

UKU Policy

Kula School follows district and state protocols regarding ukus based on department of health guidelines.

Registration and Transfers

Registration packets may be picked up in the school office. To register a child the following documents are required: birth certificate; tb clearance; immunization/health record; proof of residency; physical health exam record.

If you are transferring into Kula School you will need a certificate of release and health records from the previous DOE school.

Geographic Exemptions

If parents want their child to attend a public school other than their home school they may complete a request for Geographic Exemption Form. This form is available in the school office. Completed applications are submitted to your home school office. GE's are granted on space available basis.

Academic Standards

At Kula School we believe in a well rounded academic curriculum that includes instruction in the core subjects of reading, writing, oral speaking, mathematics, science and social studies. Students will also receive instruction in technology, physical education, library, Hawaiian Studies, and the arts.

Technology

We are proud to be a 1-1 device school. Students in grades K-1 have access to an HP Tablet and students grade 2-5 have chromebooks. We expect students to learn to be digital citizens while using technology in and out of the classroom. Technology will be integrated into all subject areas through the use of Google Apps for Education as well as other learning opportunities.

Common Core State Standards (CCSS)

The movement to develop the CCSS was initiated by the National Governors Association and the Council of Chief State School Officers with the aim of creating a set of common learning expectations for mathematics and for English Language Arts and Literacy in History/Social Studies, Science and Technical Subjects. As of January 2013, 46 states, the District of Columbia and two territories have adopted the CCSS. The Hawaii Department of Education began its implementation of the CCSS in SY 2012-2013 with grades K-2 and 11-12, and transitioning to full implementation in all grade levels in SY 2013-2014. As teachers work together to design learning opportunities that genuinely promote student achievement of the CCSS, the Standards Implementation Process model is a useful schema to help us focus on the instructional and assessment practices that are compelled by the CCSS.

Reading Curriculum

Kula School implements a common-core based reading program, Reading Wonders. Reading Wonders is the first and only reading program designed specifically for the Common Core State Standards for Reading/Language Arts. Combining research-based instruction with new tools to meet today's challenges, every component and every lesson is designed for effective and efficient CCSS instruction. The program provides unmatched support for:

- Building a strong reading foundation
- Accessing complex text
- Finding and using text evidence
- Engaging in collaborative conversations
- Writing to sources

Using a rich range of diverse print and digital media, Wonders provides the instructional support and materials you will only find in a program that was created to teach to the rigor, intent, and depth of the new CCSS. You will notice your child using online tools at home and school connected to this curriculum.

<http://mhreadingwonders.com/>

Achieve 3000/KidBiz

To help extend the school day and accelerate literacy students and parents have access to Home in Hawaii Partnership, a specially designed program that helps build important literacy skills. For more information please see www.achieve3000.com/hawaiiparents. This program is funded for students in grades three through five.

Math Curriculum

We are continuing to implement “Stepping Stones” math program in SY 2016-17. Stepping Stones is a math program based on common core state standards as well as the mathematical practices. Stepping Stones allows teachers to create a classroom where math makes more sense. For the first time, a core program provides access to all online content from all grades, giving teachers the confidence and knowledge to successfully accommodate mixed abilities in the classroom.

Stepping Stones is an innovative online program that:

- Fosters students' thinking and reasoning skills.
- Delivers multiple ways to differentiate classroom instruction.
- Provides a valuable source of professional learning for the teacher.
- Presents methods to assess deep understanding and skills.
- Is rich in online and print resources that engage all students.
- Offers a cost-effective solution to core math implementation.
- Assists in the recommended shift to digital instructional materials.

IXL

IXL is a web-based mathematics curriculum that allows students an opportunity to practice math standards. IXL provides students with comprehensive coverage of standards K-12 and is aligned to the CCSS. The program provides valuable data to teachers and parents and includes a wide variety of questioning and virtual prizes that celebrate learning milestones and motivate students.

Science Curriculum

K-5 teachers integrate science grade level standards into their literacy curriculum as well as using Harcourt Science for diving deeper into grade level standards. In 2014 we developed our school farm to enhance our science curriculum through STEM standards. Students are actively engaged in hands on projects related to science and mathematics.

Social Studies

Our K-3 teachers integrate social studies grade level specific standards into their literacy curriculum. The grade 4 social studies program focuses on Hawaiian culture and traditions. 5th grade focuses on United States history.

General Learner Outcomes- Behavior

The GLO are essential behavioral goals of the standards based report card. Student progress is measured in the following areas:

GLO 1 Self Directed Learner- the ability to be responsible for one's own learning

GLO 2 Community Contributor- the understanding that it is essential for human beings to work together

GLO 3 Complex Thinker- the ability to demonstrate critical thinking and problem solving strategies

GLO 4 Quality Producer- the ability to recognize and produce quality performance and products

GLO 5 Effective Communicator- the ability to communicate effectively

GLO 6 Ethical User of Technology- the ability to use a variety of technologies effectively and ethically

Positive Behavioral Implementation System (PBIS)

At Kula School we believe that by catching student being good we can positively impact their behaviors. When students present positive behaviors that support our Kula Way Mission- respect and responsibility- they receive a **COUGAR PAW**- that may be redeemed at the **KULA CASH & CARRY** store once a month. Our RtI Behavior teacher collects school-wide to track the effectiveness of the program and shares our progress at monthly **BEHAVIORAL SUPPORT TEAM** meetings.

Academic Assessments

To help us understand the academic strengths and weaknesses of all our students, and to help place the students in appropriate tiers, the Early Star/STAR assessment in reading (K-5th) and math (2nd -5th) will be implemented quarterly.

Students in grades three through five participate in the **Smarter Balanced Assessment** one time per year (during the fourth quarter). Smarter Balanced is a comprehensive assessment system for English Language Arts/Literacy and Mathematics aligned to the CCSS. This balanced system of assessments—with formative, interim, and summative components—will measure our student's achievement and growth toward college and career readiness.

Students in grade four will participate in the **Hawaii State Science Assessment** one time per year as well. This assessment measures the student progress towards K-4 science standards.

Besides our statewide exams and school wide common assessments, students will be assessed using ongoing formative/summative assessments in the form of quizzes, tests, projects, papers, and oral presentations.

Report Cards

To inform parents and students of their academic progress toward achieving the CCSS parents will receive a standards-based report card each academic quarter.

Parent /Teacher Conferences

Parent/teacher conferences will be held one time per year during the fall. Students will enjoy a field day while parents and teachers meet to discuss the child's strengths and challenges. Kula School urges all parents to participate. Every effort will be made to accommodate work schedules. Parents may request additional conferences if needed throughout the school year.

Academic Financial Planning

The academic and financial plan is a one year plan aligned to the priorities and goals of the multi-year school strategic plan. The AFP determines and aligns budget expenditures to support school improvement and student achievement. The school community council must meet and review the Academic financial plan.

Strive HI

Our new school accountability and improvement system is designed to meet the needs of Hawaii's students, educators and schools. It aligns and connects our key state education policies and initiatives to position students and educators for success.

The Strive HI Performance System is designed to measure and understand school performance and progress and help tailor rewards, supports and interventions for improvement. It aligns with the Strategic Plan and has three components:

- **Goals and Annual Targets:** The Strive HI Performance System includes annual goals for reading, math, and science proficiency and graduation rates through School Year 2017-18. They are ambitious to reflect our belief that all students can achieve college- and career-readiness, and customized for each school complex to provide them with challenging but attainable targets that reflect their current performance.
- **The Strive HI Index:** The Strive HI Index will use multiple measures of achievement, growth, readiness and achievement gaps to understand school's performance and progress and differentiate schools based on their individual needs for reward, support and intervention. The Index will consider the performance of all students as well as performance gaps between two new student subgroups: "High-Needs Students" and "Non-High Needs Students."
- **The Strive HI Steps:** Based on the Index score, schools are placed on one of 5 Steps — Recognition, Continuous Improvement, Focus, Priority and Superintendent's Zone — as they strive for continuous improvement. The state's highest-performing schools will receive recognition, financial awards and administrative flexibility to sustain their success. Low-performing schools will receive customized supports based on the lessons learned from Hawaii's successful school turnarounds.

Student Support Services

Comprehensive Student Support System (CSSS)

The Comprehensive Student Support System (CSSS) is an umbrella of support for all students. It looks at all resources to ensure that the social, emotional, and physical supports of the school create a positive educational environment for all children. The system connects the appropriate resources in a timely manner so that students will achieve the CCSS. CSSS is a structure for a continuum of support to address whatever hinders student progress. If you have questions or concerns please contact Mr. Joe Mrasek, School Services Coordinator at 876-7610 ext 264.

Response to Intervention (RtI)-Academic Reading/Math

At Kula School, RtI is a school-wide intervention model aimed at providing evidence-based interventions to all students. It involves identifying students who are emerging, at pace, or excelling through a school-wide screening and provides a progress monitoring system for students who require more targeted interventions. Currently, Kula has the following RtI model in place, taught by Mrs. Shim, Mrs. Hashimoto, Mrs. Meyers, Mrs. Braun, Mrs. Pocock-Nakasone, and Ms. Miller

Tier 1: All students receive "Tier 1" which is the grade level reading/math curriculum within their classrooms. Those students who are achieving above grade level according to STAR benchmarks will receive stretch learning twice a week in 45 minute increments based on STEAM and literacy education standards.

Tier 2: Students are divided into groups based on skill level and provided instruction by their homeroom teacher during a 45 minute center time 3-4 days per week. Students continue to be screened quarterly or as needed to check progress.

Tier 3: Students who do not respond to intervention in the small group setting at “Tier 2” will be provided a more intensive intervention at “Tier 3”. This intervention will be targeted to the specific student and will be implemented four (4) days a week for 45 minute increments as a pull out program. Progress toward individual goals will be monitored frequently. Students **WILL NOT** miss their core subjects in class.

RtI Reading groups are scheduled as follows:

- Grades K-3 have (4) 45 minute blocks of additional reading support, 4 days per week.
- Grades 4-5 have (2) 45 minute blocks of additional reading support, 2 days per week.
- Grades K-5 have (2) 45 minutes blocks of additional stretch learning, 2 days per week. K/1 begins in semester 2.

RtI Math groups are scheduled as follows:

- Grade 2 (4) 30 minute blocks per week
- Grades 3-5 (3) 30 minute blocks per week

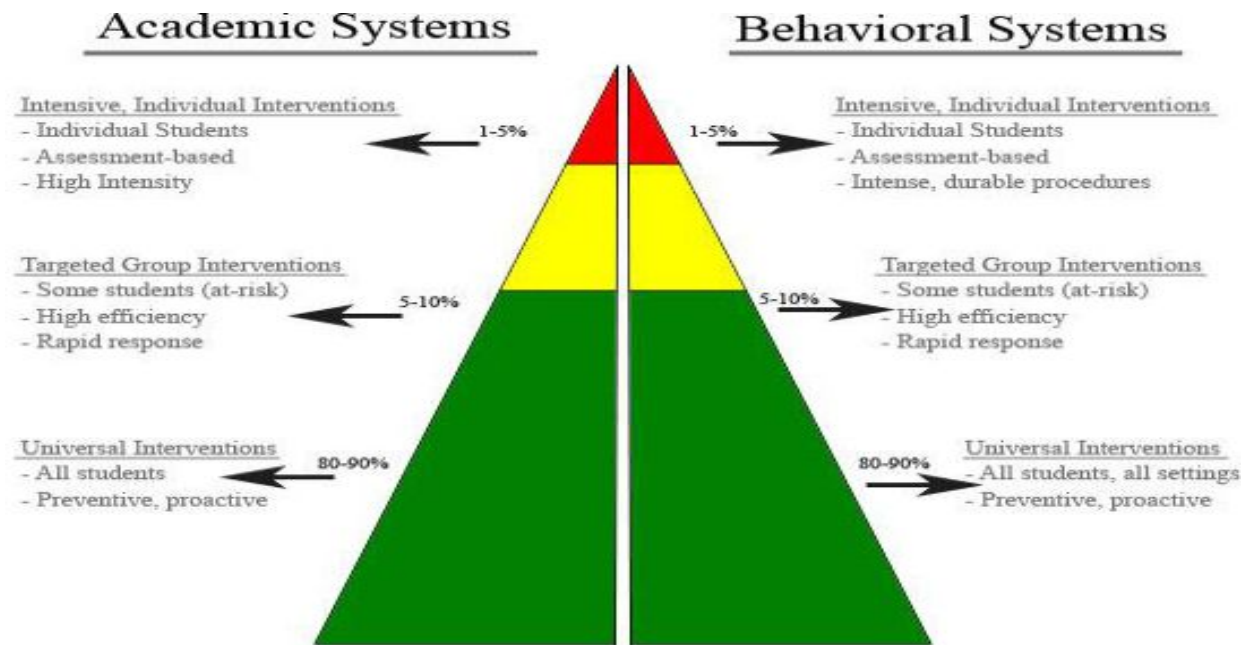
You will be notified if your child is asked to participate in “Tier 3” or “Stretch” learning. Groups are flexible, so children can move in and out based on their current performance.

Response to Intervention (RtI)-Stretch Learning

Students who are achieving above grade level standards in all areas will be provided with additional learning opportunities twice a week in 45 minute increments, taught by Mrs. Cook. Students will be exposed to STEM learning through a project based curriculum. If you would like to know more about RtI please contact Mrs. Amanda Shim at 876-7610 ext 245. You will be notified if your child is asked to participate in stretch learning.

Response to Intervention (RtI)-Behavioral

The role of the Behavioral Support Team is to develop, communicate, implement, and monitor Positive Behavior expectations for Kula School. This includes teachers, students, and support staff. Behavioral Support Plan is the core of our school culture and is based on the values of trust and relationship building. Our expectation is that we exhibit the behaviors that reflect respect and responsibility throughout our school. If you would like to know more about RtI-Behavior plan please contact Mrs. Allison Dickson at 876-7610 ext 275.



RTI Behavior consists of three tiers of support:

Tier 1 strategies consists of universal support for all students through our PAW cards with all students being recognized for positive behaviors at school by all school personnel. Students in tier 1 are supported by Mrs. Allison Dickson, Mrs. Ruth Furtado and Mr. Keith Moniz.

Tier 2 strategies consist of counseling services, Check In/Check Out program as well as but not limited to a self monitoring sheet. Students in Tier 2 are supported by our school counselor, Mrs. Jennifer Kelly, Mrs. Ruth Furtado and Mr. Keith Moniz.

Tier 3 strategies are a higher level of support through IDEA services. Students in Tier 3 are supported by our SBBH counselor, Mrs. Kehau Palmerton.

How do we determine what tier of support a student receives?

Each student participates in two BEISY screenings at the beginning and at the ending of the year. The BEISY screener is used to determine what type of support a child may need. If a child is in need of tier 2 or tier 3 strategies, a meeting with parents and specific school personnel will be held to determine the best plan of support.

Counseling Services

Provided by: Jennifer Kelly

Available Services Include:

Student Observations: I am available to observe any student in the classroom after there has been at least six weeks of documented classroom interventions and/or classroom rapport established. This observation information may be used in the referral process if needed.

Concerns: If you have documented any concerns in eCSSS that require any counseling interventions, including Behavior Support Plans, please inform me and I will assist you. I am glad to help with any questions you have regarding “Behavioral/Emotional” concerns in eCSSS.

Individual Counseling: Individual counseling is available to students who have difficulties socially, emotionally or behaviorally in school. I will use whatever resources I have available to support these students. Anyone may request counseling for a student. A meeting with the parent, and possibly the student will be held to determine what type of counseling is best for the child.

Group Counseling: The largest support group on campus is typically Banana Splits group. It is a group for children that are experiencing any type of change in their family. Other groups offered are New Kids groups, Bereavement group, Friendship groups and Anger Mgmt groups. In depth descriptions of all counseling groups have been sent to your google account. If you're interested, please contact me to make a referral. Suggestions for additional groups are welcome.

Counselor Consults: This is an informal, two way discussion between teacher and counselor to share concerns about a student and gain suggestions. It can be used as an eCSSS intervention.

Walk-In Counseling: Walk-in counseling may be needed if a student is unable to function in school because of an emotional disturbance in their lives. Typically, walk-in counseling is spontaneous, considered an emergency or crisis in the student's life and one or two sessions long. A courtesy call is appreciated before sending the student to my office.

Guidance Lessons: A Counselor Introduction lesson to introduce myself and review the purpose of a school counselor will be scheduled with every class in the beginning of the year. In addition, I can take requests to facilitate a lesson based on your classes current needs and my availability.

Counseling Groups

The purpose of a counseling group at school is to complement and enhance student learning by helping students improve their perceptions, attitudes, and behaviors. A group provides a safe setting where children increase their: 1) self-awareness, 2) cooperation and communication skills, 3) support, and 4) ability to have fun with peers. Children learn from each other and help each other. Ultimately, the goal of an elementary support group is to PREVENT problems in the future by teaching children new skills. I work with each teacher to find an appropriate time to work with the group. Groups generally meet for 25-40 minutes per week with the number of sessions depends on the purpose and needs of the group. I will try my best to conduct most groups during lunch hours however groups will be scheduled during class times as lunch schedules fill up. This is my starting list but other groups can be added as needed.

New Kids Group goals are for the students to increase familiarity with the counselor, the counseling office, school campus and the students will share their experiences and support one another adjusting to a new school. This is a time for the counselor to check on the new students friendship building and adjustment to the school. I typically have two sessions depending on numbers. If by the end of August a new student does not have a "friend" they feel comfortable inviting to a lunch bunch, then they need to be screened to see if they need to be invited to a friendship group with the counselor later in the school year.

Banana Splits Groups are for students whose family is something other than the traditional mom, dad, and child(ren). These groups are beneficial to students by enabling them to meet other children going through a similar experience. Many students find comfort in discovering they are "not the only one" in the school with a family that has experienced a change or does not look like the families of most of their classmates. Students also develop a greater comfort discussing feelings and skills they might need to express themselves.

Friendship Groups / Social Skill Development are a fun way for students in the same grade level to make new friends and practice their social skills in a safe, small group setting. Children are invited to participate in friendship groups for a variety of reasons. A few examples include a child who:

- is shy or often appears to play alone during free choice time or recess
- exhibits behaviors that unknowingly (to the child) "turn off" others
- repeatedly complains of not having any friends
- has a hard time initiating friendships
- lacks self-confidence
- needs a confidence boost
- is very accepting and easily befriends other children (always a very beneficial addition to a group). Role models are welcome!

Bereavement Groups can be formed if there are at least 4 or 5 students on campus that have experienced a death of a loved one and it is affecting their life at school. Typically, it is a family member who was a big part of their life and the child needs extra support to cope with the death. Hospice Maui volunteers are invited to facilitate a 10 week long group in the counselor's office. As needed individual counseling sessions to support a student can be discussed with the school counselor if there is not enough students to form a group.

Lunch Bunches

Students are invited to lunch bunches by the counselor for a variety of reasons. I will meet students in the cafeteria and escort them to my office if they are being invited to a lunch bunch. Teachers may request passes if they prefer, however I generally do not use passes in an effort to make things easier on everyone. Some reasons that a student will be invited to lunch bunch are:

- Dislikes school
- Difficulty making friends
- Further discussion of a recent incident
- Groups such as New Kids, Banana Splits, etc.
- Parent, teacher, or student request
- Make up sessions

Title I Funding

Title I is a U.S. Department of Education grant to assist schools with a high percentage of students at poverty level receiving free or reduced meals. Title I schools develop a school wide plan consistent with proven academic improvement strategies for all students or choose to provide targeted assistance to a group of students. At Kula School our Title One monies are used for academic and behavioral intervention programs and funding parent and families activities.

Primary School Adjustment Program (PSAP)

PSAP is a behavioral project designed as a supplementary program for students in grades K-3. It provides encouragement and support services to young children with social, emotional or behavioral difficulties to help each child function more effectively in the classroom, school and community. Mrs. Ruth Furtado is our PSAP provider. She may be reached at 876-7610 ext 249.

School Based Behavioral Health Services (SBBH)

School based behavioral health services counseling is a service designed to meet the needs of children exhibiting severe emotional and/or behavioral disturbances. All of the children have special needs and need counseling in order to benefit from their education. The SBBH counselor position is funded and supervised by Maui District Special Education department. Currently Mrs. Kehaulani Palmerton is assigned to Kula School for SY 2016-17. If you have questions regarding services she may be reached at 876-7610-ext 248.

Special Education

Special Education services are provided to students who have been identified as having disabilities which severely impact their learning. The Student Services Coordinator is responsible for overseeing the process of referral and identification of students suspected of having a learning disability. Special Education provides specifically designed instruction and related services to children identified under the Individuals with Disabilities Act, 2004.

American's With Disabilities Act-Section 504

Section 504 services are provided to students who have been identified as having disabilities which substantially impact their learning or other life skills. The Student Services Coordinator is responsible for overseeing the process of referral and identification of students suspected of qualifying for Section 504 supports. Section 504 provides accommodations and related services to children identified under ADA Section 504.

Comprehensive Student Support System-Request For Assistance (RFA)

If a parent or teacher suspects that a child may have a learning disability, he/she may complete a "Request for Assistance" form and submit the form to the SSC. The SSC is the single point of entry for concerns regarding students' academic progress. A core committee or Student Support Team (SST) meeting will be scheduled to discuss the concern. If you have questions please contact Mr. Joe Mrasek at 876-7610 ext 264.

English Language Learners (ELL)

ELL services are available for children whose first language or home language is other than English. Supplementary help is given so that the students can understand their classroom work and become more proficient in English. The focus is on reading, language, and math. Children are identified for ELL from registration forms, teacher identification or parent referral. ELL is a federally mandated program that is currently supervised by Mrs. Amanda Shim. If you have questions please contact Mrs. Shim at 876-7610 ext: 269.

Parent Community Networking Center (PCNC)

The mission of the PCNC is to develop a sense of community and a caring, learning network to strengthen family, neighborhood, school and classroom for every student's well-being and partnerships and helps parents support their child's achievement at school. The parent facilitator publishes a monthly newsletter, organizes volunteers, and encourages parent involvement and education. If you are interested in getting involved at Kula School please contact Mrs. Jody Kele at 876-7610 ext 227 or on our website www.kulaschool.weebly.com

Academic Enrichment

Music Instruction

Through an artist in the schools grant students in K,1,3,5 receive instruction in the basics of music during an eight week course. This course is dependent on funding availability.

Creative Movement

The Maui dance council provides an eight week enrichment program “ Chance to Dance” for students in grade K. The PTA sponsors the creative movement program which is dependent upon funding availability.

Creative Dramatics

The Maui Academy of Performing Arts, VOICES program is an eight week enrichment program held once a week for students grades K-5. It blends drama techniques and reading skills. This class is sponsored by the PTA and is dependent on funding availability.

Art Reflections Program

Students may receive instruction in the fundamentals of drawing, painting, and sculpture through this year long enrichment program. Students will participate in a culminating art show during spring. This class is PTA funded and is dependent of funding availability.

School Clubs & Activities

Student Council

The incoming students in grades 4 and 5 select the Kula School Student Council by paper ballot. The members of the Student Council are; 1) President, 2) Vice President, 3) Secretary, 4) Treasurer, 5) Historian. Teachers nominate students for Student Council based on their leadership abilities, academics, citizenship, and attendance. Student Council nominees run for a position. In the 4th quarter students give short speeches and incoming 4th and 5th grade students vote in a student council election. The student council addresses students’ issues and plans student activities. The students are advised by the Student Council Advisors. Student council representatives plan and organize school events as well as present a weekly news and announcement broadcast over closed-circuit television.

Junior Police Officer Program

Junior Police Officer program is sponsored by the Maui Police Department. Incoming 5th grade students are nominated by teachers to participate in this program. Students are required to come to school early and patrol the halls making sure students are being respectful and responsible. Students will also act as crossing guards at drop off and pick up. Students participate in a culminating activity recognizing their efforts.

Yearbook

A yearbook with class and student photos is compiled and offered for sale to students and staff. This year Mrs. Jody Kele is in charge of our yearbook. If you would like to contribute to the yearbook process please contact Mrs. Kele at 876-7610 ext 227.

Athletics

Grade levels may schedule intramural athletic activities during recess. Extra-curricular athletic programs in cooperation with the Maui County Department of Parks and Recreation may include flag football, cross country and volleyball, as well as basketball and track. If you are interested in volunteering as a coach please contact the school office at 876-7610.

Math Club

Students in grades three to five are invited to participate in the Math Club. Students play math-related games, work on problem-solving skills, and teamwork throughout the year. A select group of students are nominated in the second quarter to represent Kula School in the District Math Matters competition. If you are interested in participating please contact Mrs. Amanda Shim at 876-7610 ext 269.

Geography Club

Students in grades three to five are welcome to participate in the Kula School Geography Club. Students meet weekly to learn and discuss geography in preparation for a school and state National Geographic Geography Bee. If you are interested in participating please contact Mrs. Amanda Shim at 876-7610 ext 269.

Science Club

Students in grades 3-5 are invited to join our science club in preparation for the annual Maui Science Olympiad. Students learn science and mathematics through hands on lessons. Parents are asked to be active participants as “coaches” in each of the olympiad events. If you are interested in participating please contact Mrs. Amanda Shim at 876-7610 ext 269.

Annual Spelling Bee

Students in grades 1-5 are encouraged to participate in our annual grade level spelling bee. Participants with 80% or above on the grade level written bee are invited to join our whole school spelling bee. The winner of our Kula Bee moves onto the district spelling bee. If you are interested in participating please contact Mrs. Amanda Shim at 876-7610 ext 269.

Kula School Running Club- “Run Like A Cougar”

If you like to run for fun then the Running Club is for you. Mr. Callahan and parent volunteers practice long distance running after school and participate in Valley Isle Road Runner Events and other Maui 5K races throughout the year. This club is open to all grades. Have fun and Run Like A Cougar.

Kula School Agriculture Club & Program

Agriculture Program is designed to teach students the fundamentals and application of commercial agriculture and agricultural science. Students will help maintain the school garden, be introduced to careers in agriculture, wildlife management, crop science, animal science and other natural resource topics. Produce sold by the club will be used to further promote the program and Kula's reputation as a strong agricultural community. Students will help to grow produce for the Harvest Festival, Maui County Fair, and other agricultural activities. Ag program is taught by Mrs. Guzman to grades 2-5 during weekly rotations. Students in grades 2-5 are encouraged to participate in our afterschool agriculture club as well.

Y-BEAM program

YBEAM, Youth Broadband Education & Awareness Mentoring, is a mobile video production program for Maui youth. Successful completion leads to Certification with numerous benefits. YBEAM is a free 30 hour 'hands-on' after school program. Stories are shot, edited and distributed on Apple iPod Touches. YBEAM is mobile journalism, 'mojo', focused on short format community storytelling. YBEAM explores the technology and benefits of Broadband internet and video production. YBEAM covers media literacy, media democracy, community engagement and social issues through reflection and round-table discussion. YBEAM youth build confidence and become engaged community citizens. For more information please contact Mrs. Allison Dickson at 876-7610 ext 275.

Kula School Committees

Kula Elementary School consists of various committees. Many committed and dependable staff members and parents invest their time and effort to ensure all needs and concerns of our school/community are being addressed.

- School Leadership Team
- Safety Committee
- Comprehensive Student Support System
- School Community Council
- Behavioral Support Team
- PTA
- Academic Review Team
- School Garden Committee

Kula School Community Council

In 2004, the Hawaii State Legislature enacted Act 51 to establish a School Community Council at all the public schools. The SCC is a vehicle for educational decision-making at the school level. The SCC is comprised of a balanced number of parents and community members; and school personnel including teachers, non-certificated staff and administration. Members of the council are elected by their constituencies. The council discusses and advises on school policy, educational philosophy and the Academic and Financial Plan. Monthly dates and times are posted on the school website kulaschool.weebly.com. If you are interested in contributing to the direction of Kula School please contact the school office at 876-7610.

Kula School Parent-Teacher Association

The Kula School PTA is a collaboration between parents, teachers and community members to support and enhance the educational foundation of our Keiki at Kula Elementary School. All PTA organized fundraisers help supplement programs at Kula School. The PTA also supports the needs of individual classroom teachers in terms of professional development and specific classroom supplies as funding allows. We encourage ALL parents to join our effort in raising a community of beautiful children by joining PTA, volunteering in the classroom, volunteering at Harvest Festival, and being involved in your child's education. It's our way to make a difference. The PTA holds monthly meetings. Dates and times are posted on the Kula School website.

Kula School Safety Committee

The role of the Kula School Safety Committee is to proactively address safety and emergency concerns on our school campus. This is a standing committee that is mandated by the Department of Education and is responsible for scheduling and conducting all of our emergency drills including fire drills, lockdown drills and off-campus evacuations. If you have questions concerning the Safety Committee please contact Mr. Joe Mrasek at 876-7610 ext 264.

DBW Team

The role of the Behavioral Support Team is to develop, communicate, implement, and monitor Positive Behavior expectations for Kula School. This includes teachers, students, and support staff. BSP is the core of our school culture and is based on the values of trust and relationship building. Our expectation is that we exhibit the behaviors that reflect respect and responsibility throughout our school.

The Behavioral Support Team is responsible for continuous monitoring of student behaviors at Kula School-both individual students and whole school. They are responsible for reporting to school leadership, Academic Review Team, parents and community on the status of our progress toward meeting our goal of establishing *The Kula Way*.

The BST will monitor, measure and gauge student behaviors in places such as the lunchroom, assemblies, playground and school-related night time activities.

Tech Team

The tech team will be responsible for guiding school wide implementation of google apps for education and other technology resources.

Leadership Team

Leadership team is comprised of grade level representatives and is responsible for budgetary, financial, and academic decision making.

School Events

School Supply Drop Off

Before school begins, parents and students are invited to come to school to meet their child's teacher and drop off any school supplies for the new school year. This is a time for a brief visit with the teacher followed by an ice cream social in the cafeteria.

Parent-Teacher Conferences (October)

The purpose of our annual Parent Conference week is to report to parents the academic progress of students and to build relationships with our families to better support student learning and growth. Conferences will be held on one day. In preparation for the Conferences a parent letter will be sent home no later than the third week of September for parents to sign up for a conference time. When signs ups have been collected School Leadership will meet to place siblings accordingly.

Halloween Parade (October)

The Halloween Parade is an annual event, sponsored by the Student Council. The intent of this activity is to bring our community together in the form of a school-wide costume parade followed by fun activities.

Harvest Festival (November)

The Kula School Harvest Festival is an annual event and primary fundraiser for the PTA. Held in November the Harvest Festival celebrates Kula's agricultural roots with food, games, and music throughout the day. If you would like to volunteer or would like more information please contact the PCNC at 876-7610 ext 227.

Lion Dance (February)

The Chinese Lion Dance is a school sponsored cultural event highlighting Chinese New Year and the contribution of our families from Keokea with Chinese ancestry. This celebration is held in February of each year and brings the school together to celebrate Chinese culture and performing arts.

May Day (May)

May Day (La Ohana) is a end-of-year celebration that highlights grade level performances that support the mission of the Hawaiian Studies program.

Quarterly Student Recognition

Every academic quarter individual students K-5 will be recognized for their academic and civic achievements during grade level assemblies. Parents will be notified by their teacher if they are to be recognized. Parent attendance at these events are highly encouraged.

Event Parking

In cooperation with the Maui Parks & Recreation we have obtained use of the lower Kula Park field for parking for large whole-school events such as May Day/La Ohana and the Halloween Parade. Please do not park on the highway.

Family Night Activities Calendar SY 16-17

Students and families are invited to attend family nights at least once per month. **To help us in the planning process please RSVP using the school's website.** Please see attached calendar for list of events. Events may be rescheduled due to inclement weather. If so, please check the school website for further details.

Kula School
SY 16-17 Family Events Schedule

7/29/16	Kinder Orientation Drop Off Supplies	1:00 pm-1:45 pm 1:45 pm -2:30 pm
8/11/16	Back to School Night	5:30 pm -7:30 pm
9/15/16	Parent Ed	5:30 pm-7:30 pm
TBA	KKHS Homecoming	TBA
9/30/16	Movie Night	5:30 am-7:30 pm
10/19/16	Parent Conferences	8:00 am-2:45 pm
10/31/16	Halloween Parade	8:30-9:30 am
10/28/16	Fall Night	6:00 pm-7:30 pm
11/3/16	Qt. 1 Assembly	1:15 pm-2:00pm
11/18/16	Harvest Festival Set Up	8:00 am- 3:00 pm
11/19/16	Harvest Festival	8:00 am-3:00 pm
12/16/16	Winter Wonderland	6:00 pm-7:30 pm
12/12/16	Qt. 2 Assembly	1:15 pm- 2:00 pm
1/20/17	Kamp Kula	6:00 pm-7:30 pm
2/10/17	Parent Ed Night #2	5:00 pm-7:30 pm
TBA (Feb Thursday)	Chinese Lion Dance	12:30-1:15 pm
2/24/17	Movie Night	5:30 pm-7:30 pm
3/13/17	Qt. 3 Assembly	1:15 pm-2:00 pm
3/16/17	Science Night	6:00 pm -7:30 pm
4/13/17	Movie Night	5:30 pm-7:30 pm
5/12/17	May Day/ La 'Ohana	8:00 am-9:30 am
5/15/17	Qt. 4 Assembly	1:15 pm-2:00 pm
5/19/17	Talent Show	5:30 pm-7:30 pm

