



LUNALILO ELEMENTARY SCHOOL
SY 2023 - 2024

HOME OF IMILOA THE 'io
810 PUMEHANA STREET
HONOLULU, HAWAII 96826
Phone (808) 307-2800



This Student Planner Belongs to:

NAME: _____

ADDRESS: _____

PHONE: _____

GRADE: _____ ROOM NO: _____

HOMEROOM TEACHER: _____

STUDENT SCHOOL HOURS

Starts at 8:00 am - Ends at 2:15 pm (Mon, Tues, Thu, Fri)

Starts at 8:00 am - Ends at 1:00 pm (Wed)

Breakfast served at 7:15 am - Ends at 7:50 am

MAIN OFFICE HOURS

7:30am - 4:00pm (Mon-Fri)

Registration Business is received at the main office between 9:00am - 3:00pm

CONTINUOUS NOTICE OF NON-DISCRIMINATION

The Hawaii State Department of Education (HIDOE) and its schools do not discriminate on the basis of race, sex, age, color, national origin, religion, or disability in its programs and activities. Please direct inquiries regarding HIDOE nondiscrimination policies as follows:

ADA/Section 504 inquiries

Krysti Sukita, ADA/504 Specialist
Civil Rights Compliance Office
Hawaii State Department of Education
P.O. Box 2360
Honolulu, Hawaii 96804
(808) 536-3322 or relay
crcb@k12.hi.us

Title VI, Title IX, and other inquiries

Beth Schimmelfennig, Director
Civil Rights Compliance Office
Hawaii State Department of Education
P.O. Box 2360
Honolulu, Hawaii 96804
(808) 586-3322 or relay
crcb@k12.hi.us

PRINCIPAL'S MESSAGE

Aloha Parents, Guardians, and Students,



For those of you new or returning to Lunalilo Elementary School, welcome home! We have another fun year full of learning and adventure planned! The faculty and staff look forward to working with you and your child this school year and the many years to come.

Within the pages of this planner, we have included what we feel are the most important pieces of information to help start the school year as well as keep the year running smoothly. Please take the time to review these pages with your child now and reference them throughout the school year as needed. Should you have any questions, please contact our school office at (808) 307-2800.



This school planner is designed to be a tool for planning, organization, and communication. We want to build a foundation of skills that our students can take with them as they move on to middle school, high school, higher education, and beyond. We also wanted to showcase our talented Lunalilo students through their artwork - as you see on our cover. We are a family that GROW, CARE, and LEARN together.

We welcome communication between school and home. Please use this planner as that bridge between the classroom and you. Your child will be writing down important dates and information and teachers may also make notations in this planner to give you updates about upcoming events as well as student progress. Please help us support your child in building self-advocacy skills by encouraging use of this planner. Together we can support your child into the next step of independence.

Growing, Caring, Learning - Together,
Wendy Kau, Principal

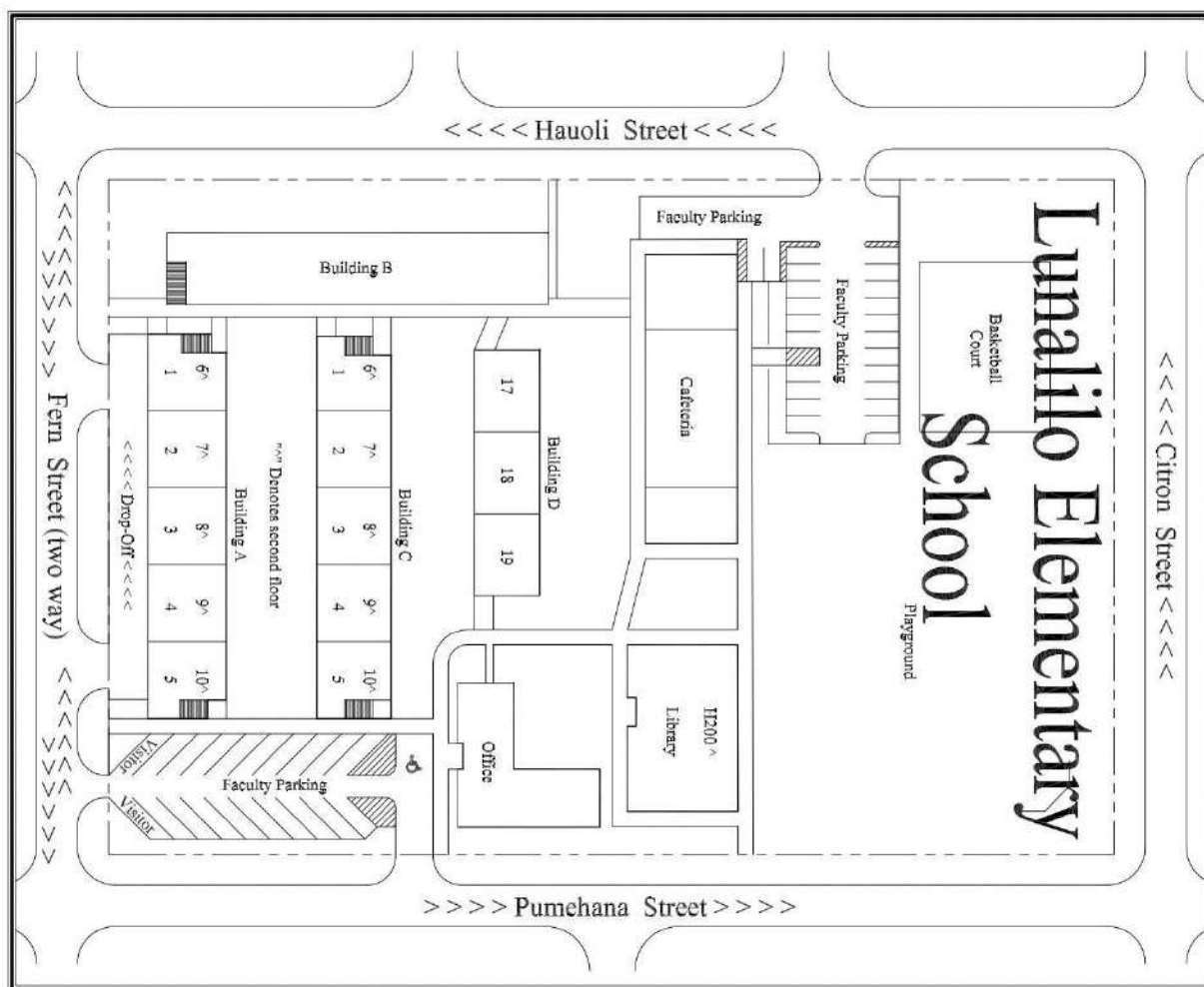
MISSION

Growing, caring, learning. We are a team!

School Song:

Growing, caring, learning...we are a team.
Positive lifelong learners, reaching for our dreams.
Striving for high standards, having fun as we go.
We all love this special place called Lunalilo!

LUNALILO SCHOOL MAP



**Please remember that we are a closed campus.
All visitors must check in with the main office during school hours.**

STUDENT ATTENDANCE

School begins at 8:00 AM. All students are expected to be in school on time.

If your child arrives after 8:00 am:

1. Have your child report to the school office.
2. The reason for your child's tardy will be recorded.
3. Your child will be issued a tardy pass.
4. Grades K-2 students will be escorted by a school staff member. Grades 3-5 students will walk themselves to class.
5. Teachers will admit students with their tardy slips.

If your child will be absent, please call the school no later than 9:00 AM **on the day of the absence:**

1. Call at 307-2800, press #1 at the prompt.
2. Please speak slowly and clearly and leave the following information:
 - Your name
 - Student's name, grade, and room number
 - Reason for absence
3. If you are requesting homework, that must be done no later than 9:00 AM. Requests after 9:00 AM will be ready for pick up on the next school day.
4. Upon return to school, please send a note (parent's or doctor's) with your child to explain the absence if a reason was not already given.
5. If your child experiences an extended absence, please provide a written note (parent or doctor) as appropriate.

CHRONIC ABSENTEEISM

Parents are responsible for communicating all absences to the school office or to your child's teacher. **Failure to communicate your child's absences/tardies with the school will result in *unexcused absences/tardies*.**

NOTE: Any missed days, excused or unexcused, are considered absences.

- Parent/Guardian will receive a letter after three (3), five (5) and seven (7) UNEXCUSED absences.
- A phone call will be made by the counselor between the 7th and 10th absence.
- A home visit will be made by the school attendance team following the 10th absence.
- Chronic absenteeism will result in parent conferences with administration, and frequent unexcused absences may lead to a referral to the Family Court.

We want to work with you to decrease absences. Please inform us if there are any concerns contributing to your child being chronically absent or tardy.

If your child is ill and this results in three (3) or more days of absence, it is highly recommended that your child sees a physician. Upon your child's return to school please provide the physician's note explaining the cause of the absence and verifying your child is well enough to return to school.

While we focus on unexcused absences, should a student's overall absence rate become excessive, LES administration reserves the right to pursue further action based on overall absenteeism.

Definitions

- **Absent:** The student is not physically present in school for at least half of the school day unless the student is on an authorized school activity.
- **Tardy:** The student reports to school or class after 8:00 AM
- **Truant:** The student is absent from school without authorization from the parent.
- **Present:** The student is physically in school for at least half of the school day (until 11:00 AM) or is on an authorized school activity.
- **Authorized School Activity** may include, but not limited to:
 - a) On-campus activities, such as, appointment with a counselor or administrator, treatment in the health room, assigned detention or in-school suspension.
 - b) Off-campus activities at the elementary level: e.g. community service projects, student council activities, field trips.
 - c) Other activities approved by the principal or designee.

Excused/Unexcused Absences

- **Excused**
 1. Illness
 2. Doctor appointments during the school day that cannot be held after school.
 3. Family emergencies
 - **Unexcused**
 1. Absences without parent notification or no reason given.
 2. Trips other than family emergencies
 - a. Write a letter to the Principal with necessary information for any student leave that is more than 5 days.
- PLEASE NOTE:
- Student leave of TEN (10) or more days is highly discouraged.
 - Regular and consistent attendance is encouraged to promote student success. Report cards and other assessments cannot be completed when students are away for long periods of time since little/or no student work is submitted.
 - **Teachers are not required to provide make-up work for unexcused absences.**

EARLY DISMISSAL / TEMPORARY OFF CAMPUS "STUDENT PASS"

A student shall be in school for all assigned "school days" (8:00 AM – 2:15 PM on Monday, Tuesday, Thursday, Friday and 8:00 AM – 1:00 PM on Wednesdays). When requesting early dismissal, a temporary off campus "STUDENT PASS" is required.

Please follow these procedures:

1. Go to the office to obtain a temporary off campus "STUDENT PASS." **ONLY** people listed on your child's emergency card will be able to pick up your child. For safety and security reasons, parent/guardian or anyone picking up your child will be required to show a current picture I.D. and must be 18 years or older.
2. Your child will be brought to the office to be released.
3. Keep the student pass with you for the length of the entire school day. The temporary off campus "STUDENT PASS" authorizes your child to be "off campus." Without a temporary off campus "STUDENT PASS," your child can be cited by the police for truancy.

PLEASE NOTE: Calling ahead when you know you need to sign out your child helps everyone make the process run more smoothly. If you call our main office at least two (2) hours in advance, we are better able to prepare paperwork and have your child waiting for your pick up.

HEALTH ROOM PROCEDURES

Hours: 7:30 AM to 2:30 PM

Location: Main Office

Phone No: 307-2812

Purpose of the Health Room

- Care for children with minor illnesses and/or injuries that may occur in school.
- When a child is very sick or has a severe injury, parents are called to take the child home or to the doctor.
- When you are contacted, please make arrangements to pick up your child as soon as possible. **We will not release your child to a non-authorized person.**

When a Child is Referred to the Health Room

- The student will be asked what is the nature of the visit and/or the student will give the Health Room Pass to the Health Aide.
- The Health Aide will observe the student as needed to determine the full extent of the injury/illness.
- Parent/guardian will be contacted if appropriate.
- The student will be released back to class or home - whichever is appropriate.

Emergency Card

The Emergency Card is very important in case you need to be contacted immediately.

- List two (2) people (other than yourself) who can also be called in case of emergency, and notify the school of any changes, especially if a phone number changes.
- Complete all necessary information on the back of the card.

Medication in School

- Only medications given regularly and/or specific life saving medications (ex. Epi-Pen, glucagon, emergency inhalers) that have been ordered by a physician and approved by the Department of Health and LES will be stored by the health room (****Paperwork/documentation will be required****)
- Antibiotics, analgesics and over-the-counter medication **shall not** be administered at school and students are not permitted to bring over-the-counter medications to school.
- Health Aides are not licensed health care providers and **are not** allowed by State law to perform clinical assessments.

Allergies

- If your child has an allergy or intolerance to milk, you **MUST** bring in a doctor's note to confirm this. The doctor's note must be renewed at the start of every school year.
- Other allergies (such as peanuts, chicken, bee stings, etc) should be reported with a doctor's note as well.
- An emergency action plan may be developed with the school to address a child's allergy on a case-by-case basis as appropriate.

KEEPING YOUR INFORMATION CURRENT

Please notify the office if there are any changes in:

1. Address
2. Phone numbers (home, work, cellular)
3. Place of employment
4. Medical insurance
5. Emergency contact person(s) and phone number(s), etc

LOST AND FOUND

- Please label all your child's personal items.
- Lost and found articles are turned in to the office and kept there. Please have the student inquire at the office.
- At the end of each quarter, if unlabelled lost and found items are not claimed, they will be donated to a worthy cause (e.g. Big Brothers/Big Sisters, Goodwill Industries, Cerebral Palsy, National Kidney Foundation, etc.).

SCHOOL PARKING

The school parking lot on Hau'oli Street is for Faculty and Staff only. The parking lot on Fern Street has only two (2) visitor stalls available. When staying for an extended period, please use street parking. Your cooperation and understanding is greatly appreciated.

STUDENT DROP OFF/PICK UP

If you are driving:

- Please use the Student Drop Off/Pick Up Zone on Fern Street.
- The gate opens at 2:15 PM (Mon, Tues, Thurs, Fri) and 1:00 PM (Wed). Please respect our neighbors and do not block driveways or intersections. Please do not come early to park and wait.

If you are walking:

- The walk up is at a designated area at the fenceline. **The afternoon pick up point is on Hau'oili Street.**
- Only Pre-K and other parents with special arrangements have permission to meet their child at the classroom. All others need to wait at the designated pick up point.
- Do not stop your vehicle to pick up your child at the walk up point. Please go to the Fern Street location as that is where driving pickups are handled.

MEAL PROGRAMS/CAFETERIA INFORMATION

- The cafeteria manager and cafeteria staff prepare and serve breakfast and lunch daily.
- Free and/or reduced price meals are provided to those children whose parents qualify for the program.
- Applications are given to the students at the beginning of the school year. Should there be any changes in your financial status throughout the year, please request for an additional form from the main office to complete and re-submit.
- You may also apply online at: ezmealapp.com.
- Our institution is an equal opportunity provider.

Breakfast is served from: 7:20 AM – 7:50 AM

Lunch is served from: 11:00 AM - 12:30 PM (individual class' lunch times vary)

Children allergic to milk and milk products, requiring substitute beverages such as water or juice with their meals, will need to submit a doctor's certificate to the Health Aide. A copy of the doctor's certificate will be forwarded to the cafe manager for proper substitution.

Cafeteria Rules:

- Students may not go back to change their selection of meal items or milk once they pass the point of sale.
- NO sharing of food
- All food must be consumed in the cafeteria; no food is allowed outside of the cafeteria.

Student IDs

All students are issued a new ID every year. This ID is the property of LES and should remain in school at all times. The IDs are used to track student meal accounts at the point of sale station in the cafeteria. Each student must use their own ID card. Lost cards should be reported to the teacher and a new card can be issued for a \$5.00 fee.

Purposeful destruction, defacing or misuse of school IDs, is considered a Chapter 19 offense.

CELEBRATION ITEMS/SNACKS

Please do not send deliveries to the school. This would include flowers, balloons and other non-emergency items.

If your child would like to share snacks/food for a special occasion (ie: birthday, holiday), please make arrangements AND get approval from the classroom teacher first. All food items MUST be SEALED and STORE BOUGHT. No homemade food items are allowed.

SCHOOL DISCIPLINE POLICIES

Schoolwide rituals and routines are implemented at Lunalilo Elementary School to reinforce the expectation that all students are safe, responsible, and respectful. Just as society has rules and regulations by which citizens are expected to function, students at Lunalilo Elementary School must abide by the rules and obey the laws set by the State of Hawaii and the Department of Education. The rules set forth in the Department of Education's CHAPTER 19 STUDENT MISCONDUCT, DISCIPLINE, REPORTING OFFENSES, POLICE INTERVIEWS and ARRESTS, and RESTITUTION for VANDALISM and NEGLIGENCE are enforced at all times to maintain a safe and secure school environment.

Chapter 19 Student Misconduct:

Class A Offenses: Unlawful Conduct (violations of law)

- Assault, burglary, dangerous weapons, possession or use or sale of illicit drugs, property damage, robbery, terroristic threatening, fighting, firearms, sexual offense/sexual assault.

Class B Offenses: Unlawful Conduct (violations of law)

- Disorderly conduct, gambling, harassment, theft, or trespassing, bullying, cyber bullying, false alarm, forgery.

Class C Offenses: Department-prohibited Conduct (violations of DOE rules or regulations)

- Class cutting, insubordination, leaving campus without consent, smoking, use of tobacco substances, truancy, laser pen/laser pointer, possession or use of.

Class D Offenses: School-prohibited Conduct (violation of school rules)

- Contraband, possession or use of, or any other conduct prohibited by school rules.

Infractions of any kind listed above, as well as those not listed, will be reported by the teacher to the principal for appropriate disciplinary action.

CONTRABAND

The following items **are not allowed** in school:

Any Weapons (including toys)	Scooters (all models)	Chewing gum	Candy
Trading Cards	Skateboards	Toys	Dice
Slingshots or similar devices	Expensive items	Noise making devices	Large amounts of money
Sports balls/equipment	Cell phones (not allowed during school hours)	Inappropriate clothing	Other items as identified

If any student is found to be in possession of any of the listed items in school during any part of the school day, or at a school sponsored activity, items will be confiscated and turned into the principal's office. Parents will be contacted to pick up confiscated item(s). Disciplinary actions for students include reprimand/warning, time out, rescinding of privileges, parent conference, detention, and varying periods of suspension from school. Parents, please review this list of contraband items with your child, and be mindful of items that could be "attractive nuisances" that will distract students and others from learning. These items must be left at home.

LES reserves the right to confiscate contraband items not listed above and discipline students as appropriate.

DRESS CODE

In accordance with the Lunalilo School Dress Standard the following items are considered inappropriate for school:

- Clothing that exposes the midsection.
- Shorts/skirts/dresses that are too short – (should be at fingertip length or longer).
- Clothes with graphics and/or text that promote alcohol, drugs, sex, violence, profanity, or other inappropriate messages.
- Hats must be removed when inside school buildings.
- Footwear is required on campus.

GENERAL CAMPUS RULES (SAFETY FOR ALL OUR CHILDREN)

- All visitors must sign in at the main office during school hours.
- Campus visitors may not go directly to any of the classrooms during school hours.
- Following this procedure will assure a safe and secure learning environment for all of our students.
- During after school hours, please do the following:
 - Pick up your child on time. School releases at 2:15 PM on Monday, Tuesday, Thursday, and Friday and 1:00pm on Wednesday.
 - Please do not arrive too early - be mindful of the above release times.
 - If your child will be attending after school programs (Boys and Girls Club, A+, etc.), emphasize to your child to report to that program immediately.
 - Do not reenter campus unless you have official business. The school campus is still private property and we are expected to ensure the safety and security of the students and staff that remain on campus after school.

Before School Expectations:

Upon arrival, all students are to report directly to the cafeteria (before 7:45 AM) or classrooms (after 7:45 AM). No students are allowed on the courts, fields, or play equipment. Please remind students to keep their bags and belongings with them at all times. All students must report to the cafeteria before 7:45 AM regardless if they are eating breakfast or not.

After School Expectations:

Student supervision is not available after 2:15/1:00 PM. Students should leave campus immediately following dismissal unless they attend the A+ Program. If students attend the A+ Program, they are to report to the cafeteria immediately after school.

- Parents are expected to wait off campus for their children.
- Students must leave campus immediately after school.
- Kamaaina Kids A+ will adhere to LES expectations for social distancing, sanitation, masks, etc.

Maintaining a Safe and Orderly Campus

- For safety, students are required to remain on campus once they enter the school grounds. Students may not leave the campus to go to any of the stores adjacent to our school even if school has not yet started.
- Students may not walk through the faculty & staff-parking lot. Students shall use the sidewalk/walkway around the parking lot to access school buildings.
- Biking, skateboarding or scooter riding on any of the campus walkways is prohibited at all times (during school hours and non-school hours).

General Campus Rules (3 B's)

1. Be Respectful
2. Be Responsible
3. Be Safe

Recess

1. There are four designated areas: field, sphere playground, jack playground, courts.
2. Students will be able to use playground equipment.

Playground Rules

1. Play only in designated areas.
2. Rough play (karate, wrestling, carrying another student, hitting, or shoving) is not allowed for safety reasons.
3. No sham battle or dodge ball.
4. Freeze Technique – When the bell rings, all students will freeze in place. Upon the whistle blow, students will line up by class. A double whistle = freeze; single whistle = walk to line up.

FIELD TRIPS

Field trips help to enrich/enhance the curriculum by increasing understanding of the unit or topic being studied. Throughout the school year, your child's class will be going on educational field trips. As these are an important part of your child's curriculum, we expect each child to participate with the class.

A "Parent Authorization for Student Field Trip Travel" must be completed, signed, and returned to your child's teacher with payment **by the deadline** stated on the permission form. Exceptions will be made if a student is absent during all the days of collection. Failure to do so will result in the student not going on the field trip. The reasons for collection deadlines are to finalize plans, teach students about responsibility, help the office collect and remit the money in a timely manner in preparation for the field trip, and abide by DOE regulations.

All students are required to wear covered footwear on all field trips unless otherwise stated on the "Parent Authorization for Student Travel." A sack lunch may be required.

Payment collected for the bus will not be refunded if the student is absent on the day of the field trip.

Students who do not go on field trips with the class should report to school on the day of the trip (unless the student is ill) since they will be assigned to another teacher and will be provided assignments to be completed by the end of the day.

Process for Field Trip Documentation:

- Permission forms are generally sent home with your child by the classroom teacher.
- Please complete, sign, and send in permission forms with exact cash or check by the date indicated on your child's field trip permission form.
- Field trip money will not be accepted after the deadline.
- Considerations for refunds will be on a case-by-case basis and will be subject to the rules of the venue that the field trip was booked at.

COUNSELING PROGRAM

Lunalilo has a full time counselor who provides a variety of mental health services to students, their families, and the staff at school. Counseling services support student achievement through academic, career, and personal/social counseling and instruction. Counseling services are provided through individual counseling, small groups, and classroom guidance. A teacher and/or the school principal can refer a child to the School Counselor as part of our total system of care. Parents/guardians will be notified in instances when repeated counseling sessions are necessary. Parents and guardians are encouraged to contact our School Counselor, by calling the school to discuss concerns about their child. Our School Counselor will work closely with parents/guardians in the service of our children.

SCHOOL COMMUNITY COUNCIL ESTABLISHED

The School Community Council is a partnership involving parents, students, school staff, the Board of Education, businesses, and the community. The SCC plays a vital role in the Lunalilo community as it provides a forum through which members of the school community can contribute to improving student achievement and school performance. The purpose of the SCC is to make recommendations to the principal on academic and financial matters. The principal, in turn, consults with the SCC on a variety of issues that affect student learning. The SCC is made up of the following members: Two teachers, one support staff member, one parent representative, one community representative, one student representative and the principal. SCC meetings are held once a month and are open to the public. Please call the office or check the school website to find out the dates and times of the next meeting. Parents/guardians are encouraged to participate in SCC meetings and/or become a member of the council. All are welcome.

A+ PROGRAM AFTERSCHOOL PROGRAM

The A+ program, under Kama'aina Kids, brings after school child care services to children in public elementary schools whose parents work, attend school or are in job training programs. The program provides a safe, secure and nurturing environment and offers a rich variety of activities for our children.

The program starts immediately after the end of the school day, until 5:30 PM. The program will not be an extension of the regular school day. All children are encouraged to use after school time to complete homework assignments. Peer assistance will also be encouraged however, where difficulties are encountered, Kama'aina Kids staff will be available to help. Please contact our Kama'aina Kids Coordinator if you have any additional questions.

ACCEPTABLE USER GUIDELINES – DOE NETWORK AND INTERNET SERVERS – Lunalilo Elementary School

1. User accounts inactive for three or more months (i.e. no logins or file uploads) will be deleted as they pose a security risk and tie up valuable system resources.
2. Users are responsible for their accounts. Users should make appropriate use of the system and network-provided protection features and take precautions against others obtaining access to their computer resources. Individual password security is the responsibility of each user.
3. Users are forbidden from using techniques designed to cause damage to, deny access by legitimate users of computers or network components connected to the Internet, or result in the loss of recipient's work.
4. Users shall not use another user's account or password without proper authorization.
5. Users are forbidden from circumventing security measures on school or remote computers and networks.
6. Users shall not download, install or run security programs or utilities which reveal weaknesses in the security of a system. For example, the users shall not run password cracking programs on any of the Department's computing systems.
7. Users are prohibited from sending unsolicited, commercial and/or offensive e-mail.
8. Users are prohibited from using any form of electronic media (ex. e-mail or web pages) to harass, intimidate or otherwise annoy another person/group.
9. Users shall not make copies of system configuration files (e.g. etc/password) for their own, unauthorized personal use or to provide to other people/users for unauthorized uses.
10. Users may post pages that are consistent with the public, non-profit educational mission of the Department of Education and are in compliance with all state and federal laws, including those prohibiting obscenity, defamation or copyright infringement.
11. Use of the Department of Education network resources to illegally distribute or duplicate unauthorized copyrighted or licensed material is prohibited.
12. Use of the Department of Education network to post, send, or retrieve pornographic material, inappropriate text or graphic files, or files dangerous to the integrity of the network are prohibited.
13. Use of the Department of Education network system in a manner that encumbers system and network resources to the point that usage causes interference with others' services is prohibited.
14. The Department of Education network and computing resources shall not be used for political lobbying.
15. The Department of Education is a non-commercial user of the web and use of the web must remain non-commercial. No personal money-making activity may be conducted through the use of the Department's computing and networking resources.
16. The Department of Education is not responsible or liable for materials in violation. Users are responsible for the content of their postings and obtaining all necessary permissions or licenses for any material used.
17. Users shall not make unauthorized copies of copyrighted software, except as permitted by law or by the owner of the copyright.
18. Sending or receiving unlawful information via electronic communications; using electronic communications illegally in ways that violate local, state, federal, or international laws or statutes are prohibited.
19. Users shall always cooperate with requests from the system administrators for information about the users' computing activities.
20. Users are requested to report any weaknesses in the Department of Education's computer security, and incidents of possible misuse or violation of this agreement to the proper authorities by contacting Network Support Services Branch by sending electronic mail to nssb@k12.hi.us.
21. The Department of Education reserves the right to investigate and monitor any accounts, servers, or machines suspected of policy violation.
22. The Department of education reserves the right to disconnect any device that is the source of malicious or suspicious activities without notice until the machine in violation is cleaned or fixed.
23. The Department of Education reserves the right without notice to freeze and delete an account that is engaging in activities that violate the Department of Education's policy or the source of spamming, abusive or malicious activities.

LUNALILO ELEMENTARY SCHOOL

2023 – 2024 CALENDAR

CALENDAR OF EVENTS

Month	S	M	T	W	T	F	S	Dates
July 2023	23	24	25	26	27	28	29	
August 2023	30	31	1	2	3	4	5	August 1 - 4 – Teacher Work Days (no students)
	6	7	8	9	10	11	12	August 7 – First Day for Students
	13	14	15	16	17	18	19	August 18 – Statehood Day (office closed)
	20	21	22	23	24	25	26	
September 2023	27	28	29	30	31	1	2	August 28 – Complex-wide Waiver Day (no students)
	3	4	5	6	7	8	9	September 4 – Labor Day (office closed)
	10	11	12	13	14	15	16	
	17	18	19	20	21	22	23	
	24	25	26	27	28	29	30	
October 2023	1	2	3	4	5	6	7	1 st Qtr (42 days) Ends – October 6
	8	9	10	11	12	13	14	October 9 - 13 – Fall Break
	15	16	17	18	19	20	21	
	22	23	24	25	26	27	28	
November 2023	29	30	31	1	2	3	4	
	5	6	7	8	9	10	11	November 10 – Veterans Day Observed (office closed)
	12	13	14	15	16	17	18	
	19	20	21	22	23	24	25	November 23 – Thanksgiving Day (office closed)
December 2023	26	27	28	29	30	1	2	November 24 – School Holiday (office open)
	3	4	5	6	7	8	9	
	10	11	12	13	14	15	16	2 nd Qtr (46 days) & 1 st Semester Ends - Dec 21
	17	18	19	20	21	22	23	Dec 20 - Schedule change - Release at 2:15pm
	24	25	26	27	28	29	30	Dec 21 - Schedule change - Release at 1:00pm
January 2024	31	1	2	3	4	5	6	Dec 22- Jan. 4 – Winter Break
	7	8	9	10	11	12	13	Dec 25 – Christmas & Jan 1 – New Year's (office closed)
	14	15	16	17	18	19	20	January 5 – Teacher Work Day (no students)
	21	22	23	24	25	26	27	
February 2024	28	29	30	31	1	2	3	
	4	5	6	7	8	9	10	
	11	12	13	14	15	16	17	February 12 – Teacher Institute Day
	18	19	20	21	22	23	24	February 19 – Presidents' Day (office closed)
March 2024	25	26	27	28	29	1	2	
	3	4	5	6	7	8	9	
	10	11	12	13	14	15	16	3 rd Qtr (47 days) Ends – March 15
	17	18	19	20	21	22	23	March 18 - 22 Spring Break
	24	25	26	27	28	29	30	March 26 - Kuhio Day (office closed)
April 2024	31	1	2	3	4	5	6	March 29 – Good Friday (office closed)
	7	8	9	10	11	12	13	
	14	15	16	17	18	19	20	
	21	22	23	24	25	26	27	
May 2024	28	29	30	1	2	3	4	April 29 – PD Day (no students)
	5	6	7	8	9	10	11	
	12	13	14	15	16	17	18	4 th Qtr (45 days) & 2 nd Semester Ends – May 30
	19	20	21	22	23	24	25	May 27 – Memorial Day (office closed)
	26	27	28	29	30	31	1	May 29 - Schedule Change - Release at 2:15pm
								May 30 - Schedule Change - Release at 1:00pm
								May 30 – Last Day for Students
								May 31 – Last Day for Teachers



Parent and Student Understanding and Agreement

I have read and understood the contents of this planner.

- I understand that this is only a summary of the expectations of Lunalilo Elementary School.
- If I have further questions, I can ask my classroom teacher, the school counselor, the vice principal, and/or the principal.

Please sign this page and remove this page from the planner.

Return it to your teacher by: _____

Parent Name (print)

Parent Signature

Student Name (print)

Student Signature



King William C. Lunalilo Elementary School

"Growing, Caring, Learning....We are a Team!"

School - Parent Compact SY 2023 - 2024

School Mission:

Growing, caring, learning - we are a team!

Parents, teachers, and students must work together to accomplish our mission.

As stakeholders at Lunalilo Elementary, we agree to:

As a Student, I will:

- Attend school on time with a positive attitude about learning.
- Follow classroom and school rules.
- Be responsible for turning my work assignments on time.
- Respect others and myself.
- Try my best in school.

As a Parent/Guardian, I will:

- Send my child to school healthy, prepared, and on time.
- Communicate with my child's teacher by phone or email as needs arise with my child.
- Encourage and be aware of my child's learning.
- Participate in decisions related to the education of my child.

As a Teacher, I will:

- Make sure my classroom is a safe, supportive, and positive learning environment.
- Help each student to meet or exceed the Hawaii Content and Performance Standards.
- Provide high-quality, standards based, curriculum and instruction.
- Regularly communicate with my students' parents.

As a Principal, I will:

- Provide a supportive environment that allows communications between student, parent, and teacher.
- Ensure teachers have high-quality curriculum that meets the needs of all students.
- Provide a plan for Schoolwide Parent-Teacher conferences.