

Kalāheo High School

**Parent and Student Handbook
2025-2026**



Home of the Mustangs

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INTRODUCTION

ALOHA!

This student handbook provides you with general information about school goals, policies and procedures. We hope it will inform as well as encourage you to participate in school activities.

Please review the contents of this handbook with your child. Our partnership in your child's education is a very important one. The best learning environment is one where the school staff, the parents and the community work together. Students do better in school when their parents are involved in positive ways.

Mahalo for your support and participation in your student's academic endeavors.

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VISION AND MISSION

VISION

Kalāheo High School is a community of learners where individuals prepare for the challenges and opportunities in a diverse and global society.

MISSION

To prepare students for higher education, future employment and responsible citizenship.

GENERAL LEARNER OUTCOMES

Successful Kalāheo Students are:

- Self-Directed Learners
- Community Contributors
- Complex Thinkers and Problem Solvers
- Quality Producers
- Effective Communicators
- Effective and Ethical Users of Technology

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COLORS/CREST/LOGO/AL MA MATER

COLORS AND MASCOT

According to Moss Ikeda, Kalāheo High School's first principal, the choice of blue and orange for school colors was entirely happenstance.

“Mr. Lee Cashman, Athletic Director, ordered and received samples of football gear to start a junior varsity football program, including a blue football helmet with an orange mustang design. Since the school had not yet chosen school colors or a mascot, we adopted the sample! Not bad, when you consider that the Denver Broncos, big brothers to the mustangs and last year's Super Bowl Champions, have a horse for their mascot as well as blue and orange colors.” – Moss Ikeda, *Kalāheo High School Foundation News*, September 1998

Crest/Logo



Once school colors were known, the design of a coat-of-arms—also known as a crest or shield--using traditional heraldic symbols was done. The lamp at the top is Knowledge, the quill and scroll are Scholarship, the K is Athletics, the handclasp is Unity, the palette and drama masks are The Arts and, of course, the two proud and powerful horses are Mustangs.

Kalāheo's crest is arguably the best school emblem in the State. To protect it from being altered as once occurred or used for profit by non-school organizations or businesses, the Kalāheo High School Foundation took steps to preserve it and manage its use by registering it as its trademark, with legal use as follows:

The Kalāheo High School crest is the registered trademark of Kalāheo High School Foundation with permission to use the mark, with or without color but otherwise unaltered, extended to Kalāheo High School, its official organizations, and persons currently affiliated with the school. Others may not use the mark without written permission of the Kalāheo High School Foundation.

Perhaps due to the crest's intricate design, Kalāheo Athletics has used a variety of public domain images for their programs.

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ALMA MATER MUSIC AND LYRICS

The words for Kalāheo's *alma mater* were written by student Steven Glanstein using the melody of an old ballad titled "Annie Lisle", written in 1857 by Boston, Massachusetts, songwriter H. S. Thompson. It is about the death of a young maiden, possibly from tuberculosis known then as consumption although the lyrics do not specifically mention disease. The song avoided obscurity by being adopted by countless colleges, universities, and high schools worldwide as their respective *alma mater* songs.

The tune was likely first used in 1870 by Cornell University. Some 187 universities, colleges, and high schools adopted the tune for their own alma maters. In addition to Kalāheo High School, they include the University of Wisconsin-La Crosse, the College of William and Mary, Colorado State University, UNC Chapel Hill, the University of Missouri, the University of Georgia, the University of Alabama, Indiana University, Birmingham-Southern College, Emory University, Lehigh University, Lewis & Clark College, Moravian College, Xavier University, Acadia University, Vanderbilt University, and even the American University of Beirut, Lebanon.

Kalāheo High School Alma Mater

High atop an Oahu hillside
Stands our noble school.
Fellowship and inspiration
Kalāheo school.

Here we plan for great tomorrows
Knowledge our great goal
Brothers in our quest for learning
Hear our voices call.

On Kalāheo, on Kalāheo
Blue and orange shall reign
Though we leave for distant places
Our hearts with you remain.

--Lyrics by Steven Glanstein

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SCHOOL & STUDENT SERVICES

CAFETERIA

All standard conduct rules are enforced while in the cafeteria. Students who eat at first recess and lunch must dispose of all litter in the rubbish cans provided. Students who leave the cafeteria to eat on campus are expected to dispose of all litter in the rubbish cans strategically placed on campus. **Because of federal regulations and the monitored school lunch program, outside fast food is not permitted on campus. Delivery of fast food and delivery people are not permitted on campus during school hours. Thus, these goods will not be accepted or received by the school.**

eTRITION SYSTEM

Each student must present his/her ID card to purchase or receive a school meal or any ala carte items. The purchase price of the meal or ala carte item is automatically deducted from the student's account when the ID card is scanned. A student may purchase only one meal at a time. Borrowing another student's ID card is not permitted. Money must be deposited into the student's account to activate the eTrition system. Money may be deposited online at EZSchoolPay.com. Cash/Check deposits may be made before school and at first recess at the front office and can be accessed immediately. Envelopes and deposit slips will be provided. All cash deposits made by the end of morning recess will be active in the account on that day. Students may request a print out of their balances or deposits. No deposits are accepted in the lunch line.

FREE/REDUCED MEALS

A student whose family income falls within certain guidelines may apply for free/reduced meals. Applications are available from the school office and should be returned there for processing. You can also complete an online application at ezmealapp.com

HEALTH AIDE SERVICES

The health room is located in the Main Office and is open throughout the school day. A student who needs medical attention must get his/her hall pass signed by his/her teacher and proceed to the health room. The health aide will determine whether or not to send a student home. A Hawaii Keiki Nurse provides access to school nursing services, if a consent form is received.

STUDENT PARKING

All student drivers are required to purchase and display a student parking permit obtained from the office in order to park their cars in the upper student parking. No student parking is allowed on campus. Unsafe or reckless driving may result in the confiscation of the student parking permit and suspension of parking privileges in the student parking lot. Student parking permit application for SY 2025-2026 to be announced through email.

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VISITOR PASS

For our students' safety, visitors are not allowed on campus during the school day unless they are approved to be a part of a sanctioned activity. Report to the school office before proceeding on to the campus. When business is completed, visitors are expected to leave promptly.

STUDENT FEES

Mandatory fees become financial obligations if not paid by September 30, 2025. Students who do not fulfill or pay for financial obligations may not participate in commencement. (BOE Policy 102-15)

Please use this [form](#) when turning in student fees.

STUDENTS: ALL GRADE LEVELS	Mandatory Fees	+ Athletic Pass (Optional)
Grade Level Fee: <i>Grade level activities, homecoming, socials, etc.</i>	\$8.00	\$8.00
Student Activity Fee: <i>Socials, school spirit activities, leadership, publications</i>	\$10.00	\$10.00
Student Publication Fee:	\$2.00	\$2.00
Student Athletic Pass: <i>Admission to all regular season games for the school year *NOT including preseason, OIA/State playoff & Inter League games</i>	-	\$25.00
TOTAL STUDENT FEES:	\$20.00	\$45.00

GRADE 12 ONLY: *(Participating in Graduation Ceremony) If not participating, select an option above*

Graduation Fee <i>Venue rental, technical staff, security, motor coach transport, programs, refreshments, decorations, & other supplies</i>	\$100.00	\$100.00
TOTAL GRADE 12 STUDENT FEES:	\$120.00	\$145.00

CO-CURRICULAR ACTIVITIES

Students participating in co-curricular activities must have a minimum cumulative 2.0 GPA, be passing all courses required for graduation, and have no outstanding financial obligations (see Chapter 57 above). Activities include but are not limited to athletic teams, pep squad, student government officers, and prom courts. (Activities that are essential and significant parts of any particular course are not affected by this policy.)

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The grades earned during the grading period immediately preceding the activity will determine the GPA for eligibility to participate in co-curricular activities. (Use year grades from previous year for the 1st quarter; use 1st quarter grades for the 2nd quarter; use 1st semester grades for the 3rd quarter; use 3rd quarter grades for the 4th quarter.)

STUDENT DISCIPLINE PLAN

SCHOOL DISCIPLINE – PHILOSOPHY AND EXPECTATIONS

In order to provide an environment conducive to learning and teaching, the Kalāheo community works together to create a positive and supportive atmosphere with a safe and orderly campus. Kalāheo High School operates under a disciplinary system based on State law, DOE policy, and school-level rules. This system is encoded in Chapter 19, Title 8, Subtitle 2, Part 1 of Hawaii Administrative Rules. The purpose of school-administered discipline is:

- (1) Promote and maintain a safe and secure educational environment;
- (2) Teach proper behavior which is beneficial to the educational process and self-development;
- (3) Deter students from acts that interfere with the purpose of education or that are self-destructive, self-defeating, or anti-social and
- (4) Maintain proper student conduct to ensure that educational activities and responsibilities remain uninterrupted.

PART 1: KALĀHEO ATTENDANCE POLICY

ATTENDANCE POLICIES/PROCEDURES FOR PARENTS AND STUDENTS

Student absences at Kalāheo High School, whether excused or unexcused, have a dual impact: they not only remove the student from valuable classroom learning but also affect the school's ability to deliver high-quality instruction. While we understand that some absences are unavoidable and most students make an effort to catch up on missed work, clear communication about absences is essential for maintaining academic progress.

Parents and Guardians:

For all illnesses, early releases, or absences, parents or guardians must send an email to **g-312-attendance@k12.hi.us** including the following details:

- Student's legal first and last name
- Grade level
- Date(s) of absence
- Reason for absence

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- Parent/guardian full name
- A phone number where the parent/guardian can be reached

All absences are carefully monitored. Absences will only be excused if a parent or guardian submits a written explanation and documentation **within three days of the student's return to school.**

When emailing g-312-attendance@k12.hi.us, use an email address that is already on file with Kalāheo High School. If your email address has changed, you must update your household information by completing and submitting the [Change of Demographic Form](#) to the school office.

It is important to note that only parents or legal guardians are authorized to submit absence notes. Other adults living in the household are not permitted to submit these communications.

Please be aware that submitting an email does not automatically guarantee the absence will be excused. Each case is reviewed individually by the administration to determine its status.

Thank you for your cooperation in ensuring clear and timely communication regarding student absences.

The following procedure is based on the following premise:

- Students need to attend school daily and be in class on time to receive the optimum benefits of school.
- Unexcused and/or excessive absences and tardies are unacceptable and prevent maximum teaching and learning from taking place.
- Attendance is everyone's responsibility.

Definitions

"Absent" means the student is not physically present in school for at least half the school day or absent from each class for at least half the period from the ending of the tardy bell, except if the student is on an authorized school activity. For purposes of school reporting, students are either present or absent.

Teachers may maintain records of excused absences for purposes of make-up work.

- "Present" means the student is physically present in school for at least half of the school day or class period.
- "Tardy" means the student reports to class after the starting time designated by the school.
- "Truant" means the student is absent from school without authorization from the principal or designee.
- "Cuts" means leaving class without permission or leaving class with permission and not returning in a timely manner. A cut is an unexcused absence and a disciplinary infraction. Appropriate consequences will take place.
- "Excused absence" means the student has been allowed to miss school and allowed to make up all work missed due to an absence within the time limit set by the teacher.

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- “Unexcused absence” means the student hasn’t been allowed to miss school and can’t make up missed work due to an absence.

Guidelines for Determining Absences

- “Excused Absences” include:
 - Illness:
 - Parent/guardian can write a note for their child if they are absent for two days or less due to illness.
 - If the student is ill for three or more consecutive days, parent/guardian need to obtain a doctor’s note
 - Funeral services
 - Parent/guardian can write a note for their child if absent
 - A copy of the funeral program or published obituary is required
 - Doctor/Dentist appointment
 - A doctor’s note is required
 - Family court
 - A note from the Family Court is required
 - Authorized school activity – School-related activities include but are not limited to activities such as:
 - Counselor or administrator appointment
 - Treatment in the health room
 - Assigned detention or in-school suspension
 - Student government-related activities
 - Athletics
 - Field trips
 - Early admission programs
 - Driver’s road test
 - Parent/guardian can write a note for their child if absent
- “Unexcused Absences” include, but are not limited to:
 - Transportation issues
 - Babysitting
 - Entertaining visitors/guests
 - Personal
 - Renewals for state IDs, passports, etc.

Changed for school year 2025-2026: The following unexcused absences will be counted as excused absences for a maximum of eight days total:

- College Visits with proper documentation from college emailed to g-312-attendance@k12.hi.us approved by Principal prior to trip; signed note from Parent/Guardian and proper documentation on college letterhead with date and student’s name upon return is required.
- Cultural/Artistic/Athletic Events whose dates are dictated by a state or national

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organization. Event should be approved by Principal prior to event; signed note from Parent/Guardian and documentation/itinerary/schedule with date and student's name should be emailed to g-312-attendance@k12.hi.us

- Military Deployment with documentation emailed to g-312-attendance@k12.hi.us (pre-approved by Principal prior to absence)
- Family vacation/trips

Please refer to the [Voluntary Extended Absences - Approval Process for Make-up Assignments](#) section to have your absences excused under this provision.

TARDY POLICY

Timely arrival to school is an important habit for students to develop and maintain. As such, the school will monitor your student's arrival throughout the year. The following guidelines for monitoring students' timely arrival to school are in place for the school year.

Guidelines for Reporting Lateness to School:

- If a student arrives past 8:15AM, the student should report straight to class. Teachers will mark the student tardy via Infinite Campus (IC).
- If a student reports to school after the first period of the day with a valid excuse, the student must sign in late at the main office service window. Documentation for lateness (e.g. Doctor's Appointment) can be sent by emailing: [Kalāheos attendance email \(g-312-attendance@k12.hi.us\)](mailto:Kalāheos attendance email (g-312-attendance@k12.hi.us)) from parent/guardian only.
- Tardies will be tracked daily, recorded on the student's record and noted on Infinite Campus (IC).

Guidelines for Tardiness During the Remainder of the School Day:

- A tardy is defined as being late to **any class**.
- Excessive tardies to any class will result in [consequences](#).
- High School students will be given a "clean slate" at the end of each month once detention is served for tardies.

Guidelines for Determining Tardies

“Excused Tardies” include:

- Funeral services of family member
 - Parent/guardian can write a note for their child if absent
 - A copy of the funeral program or published obituary is required
- Doctor/Dentist appointment
 - A doctor's note is required

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- Family court
 - A note from Family Court is required
- Student detained by an administrator or counselor
 - A note from person who detained the student is required
- Delayed school bus
 - An announcement will be made over the school public address system and/or school email
- Unusual weather circumstances
 - An announcement will be made over the school public address system and/or school email
 - All other reasons must be reviewed by an administrator before a tardy is excused
- DMV appointments
 - Show or email text reminder of an appointment

“Unexcused Tardies” include, but are not limited to:

- Oversleeping
- Having car trouble
- Missing the bus
- Babysitting
- Dealing with “personal business”

Consequences for Unexcused Tardies:

- At the end of each month, Kalāheo will be pulling a student list with 9 or more tardies per class.
- Students on this list will receive a “Saturday Detention Notice” the week they must serve.
- Students and Parents will be notified by email and then one phone call confirming attendance the week they must serve
- If students fail to attend, they will be excluded from extracurricular activities, including prom, sports, graduation, etc. as this is considered an obligation. Obligations carry over from year to year.

Saturday Detention

- First Saturday of each month. 9AM - 12PM
- To qualify you need a total of 9 or more tardies for the previous month.
- Students and Parents will be notified by email and phone call the week the student will serve.
- Students must arrive on time, if they are late by 1 minute, their time will carry over and they will serve another detention

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- Saturday Detentions must be fulfilled in order for it to clear for the next month. If it is not cleared, it will carry over onto the next month.

Detention is given but not limited to:

- Excessive Tardiness (9 Unexcused Tardies to class in the month = 1 Saturday Detention)
- Class B, C or D Offenses like Bullying, Vaping, Gambling, Forgery, Hazing, Disruptions in class, etc.

Disciplinary Suspensions

Out of school suspension for disciplinary infractions will be considered Administrative Leave. The student will be allowed to make up missed assignments. Teachers are notified of all student suspensions.

Leaving School Early and Off Campus Passes

Students who must miss classes for medical, court, or other appointments must check out through the administrative office. Students who become ill during the school day must check out through the health room.

A temporary Off Campus Pass is issued when a parent/guardian sends a valid email to g-312-attendance@k12.hi.us. An Off Campus Pass is obtained before school or during morning recess at the attendance window at the office courtyard. The office will not accept phone calls to request an “Off Campus Pass.” If the parent has not provided a note for his/her child, the parent may report to the Administrative Office to sign the student out in person and present a government issued ID. Students are released only to a parent/guardian, or an emergency contact listed on the Emergency Screen on Infinite Campus. Off Campus passes will not be issued to students for the purpose of buying food.

A parent/guardian may come to the administrative office to check their child out of school. Please note that calling the student out of class and releasing them may take approximately 20 minutes.

“Off Campus Pass” note must have the following information via email to g-312-attendance@k12.hi.us by 8:45 AM on the date of the early off campus request.

- (1) Student’s legal name
- (2) Name and relationship of person requesting “Off Campus Pass”
- (3) Date and time student needs to leave school
- (4) The reason the student needs to leave school early

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(5) Signature of parent/guardian

(6) Phone contact number for questions and/or verification

Homework Procedure for Excused Absences

If a student is absent for three or more consecutive days, the parent/guardian may request for homework by calling the student's counselor. A 24-hour notice is needed for teachers when a homework request is made. Parents may pick up the homework at the front office after 3:00 PM of the second day following the request. Parents/guardians may call the office to confirm that there are assignments for the student before coming to the school.

Voluntary Extended Absences - Approval Process for Make-up Assignments

Voluntary Extended Absences (i.e. family vacations, college visits, etc.) outside of the normally scheduled school break are **unexcused** absences. Beginning in the school year 2025-2026, a maximum of eight unexcused Voluntary Extended Absences will be counted as excused absences. Parents/Guardians must submit an email request to g-312-attendance@k12.hi.us as soon as plans for any extended absences due to family vacations, college visits, youth camps, and/or sports competition events have been made. The request must be submitted 2 weeks prior to the absence. The school administration will review the request and has the discretion to determine if the student is allowed to make up an assignment. Students should make every effort to make arrangements with their teachers to make up and submit any missed assignments and assessments. Proactive communication and planning are essential to minimize any potential academic impact during these absences.

Clarification for Parent/Guardian Excused Notes:

The office will record the receipt of the note and verify against the Kalāheo High School Policies & Disciplinary Program. The office will send via email a standard statement informing the student and parent/guardian if the absence is excused or unexcused. Students will then share the email to their respective teachers. All excused notes will need to be received upon return to school within 5 business days.

Guidelines for Determining Truancy

If the student is a habitual truant (>10 unexcused absences – 95% benchmark for attendance) a written notice of the habitual truancy will be mailed to the student's parent(s)/guardian(s). Referral to Family Court for an investigation as to whether the student shall be considered to be a neglected child or a child in a family in need of services because of habitual truancy and thus subject to the provisions required by law will occur. [See Hawaii Revised Statutes 302A-1132, 302A-1135, and 302A-1136.](#)

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Truancy Abatement Process for Unexcused Absences to Class(es)

Interventions	Absences	Actions	Supports
Tier 1 ----- Universally Lead by Teachers	1 period per class	Automated Caller	School will notify guardians of an absence via an automated caller.
	4 periods per class	- Teacher notifies parent/guardian (Contact #1) - Teacher will fill out MTSS Referral Form	- Teacher will contact the guardian regarding the above policies when a student obtains four (4) absences from school. (Contact #1) - Teacher will invite student to a required Study Hall and Student Assistance in order to catch up with materials or assignments
Tier 2 ----- Moderate Risk Lead by SEC Members	Letter 1: 20 total period absences	- Kalāheo will send out letter 1 home - Counselor will fill out MTSS Referral Form	- Counselors will make contact with the student and guardian(s) contact. (Contact #2) - Teacher will invite student to a required Study Hall and Student Assistance in order to catch up with materials or assignments
	Letter 2: 40 total period absences	- Kalāheo will send out letter 2 home - Admin member will fill out MTSS Referral Form	- SSC will host a MTSS meeting with student, teacher, parent/guardian, admin: Develop and Implement <u>ABC Plan</u> (i.e. TAG, parent drop off, etc.) (Contact #3) - Teacher will invite student to a required Study Hall and Student Assistance in order to catch up with materials or assignments
Tier 3 ----- Chronic Absenteeism Lead by Admin	Letter 3: 60 total period absences	- Kalāheo will send out letter 3 home - SASA schedules Principal meeting - Admin team will fill out MTSS Referral Form	- SASA will schedule a meeting with student, parent/guardian, and Principal to have a Chronic Absenteeism Intervention Meeting - Family meeting with Principal (Contact #4) - Home visit by Social Worker (Contact #5) Options: - Potential referral for Truancy Petition to the Courts - Alternative Education 4140 Exclusion from School

Family Court

When absences are of a chronic nature that impairs student performance, the school may choose to file a court petition of Educational Neglect, Chapter 587. “Pursuant to HRS 571-11(2), Family Court can place a child under its jurisdiction for truancy if the child is not attending school or is not receiving the educational services required by law.” The DOE Social Worker, School Counselors, School based Behavioral Health Team when appropriate, will work with the school and parents to develop a plan and/or contract to support improved attendance habits. When all school resources have been exhausted the school may find it necessary to petition the court for

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jurisdiction over the student. At this time, mandatory attendance to specialized programs may be imposed.

PART 2: STATE OF HAWAII POLICY

ACT 205 – STUDENT SUBSTANCE ABUSE: ACT 205 (JULY, 2006) SPECIFIES:

1. A student who possesses, sells, consumes or uses intoxicating liquor or illegal drugs while attending school or while attending department supervised activities held on or off school property shall be subject to the department's disciplinary rules.
2. A student who reasonably appears to have consumed or used intoxicating liquor or illegal drugs prior to attending school or attending department supervised activities held on or off school property shall be subject to the department's disciplinary rules.
3. Any student found to be in violation of either of the above provisions shall be allowed to return to school earlier than the department's original disciplinary determination provided that the parent and student gives the school evidence of the following:
 - a. A substance abuse assessment was completed and the student is progressing toward clinical discharge from any substance abuse treatment or substance abuse counseling recommended by the substance abuse assessment.
 - b. If the substance abuse assessment finds the student does not need substance abuse treatment or substance abuse counseling, the school may allow the student to return to school earlier than originally indicated when the student provides a certified copy of the assessment and the student's parent/legal guardian consents to the student receiving follow-up counseling or other student support services to be provided by the department.

ACT 162 – DISMISSAL FROM SCHOOL: A STUDENT MAY BE RELEASED FROM SCHOOL IF:

1. The student has attained the age of sixteen years.
2. The Principal has determined that the student has engaged in behavior which is disruptive to other students, teachers, or staff, or the student's non-attendance is chronic and has become a significant factor that hinders his/her learning.

The Principal, counselor, and teachers, in consultation with the student and parent/guardian, may release the child from school and develop an alternative education plan. The alternative educational plan shall include a process that permits the student to resume regular school instruction. The Principal shall file the plan with the student's school record. If the parent/guardian disagrees with the alternative educational plan, he/she shall be responsible for obtaining appropriate educational services for the student.

POLICY 4540 – SENIOR PARTICIPATION IN COMMENCEMENT:

If it is determined that during the fourth quarter of the school year, a Senior has committed one Class A or B offense or two or more Class C or D offenses, the Principal may revoke the student's privilege of participating in the commencement exercises. This policy is based on

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Department of Education Policy 4540 and Regulation 4540.1 approved March 6, 1997 and enforced by the Superintendent of Education.

Seniors: This is the [Graduation Packet](#) for school year 2024-2025. Although there will be changes, you can see what will be expected of you for your graduation.

PART 3: KALĀHEO STUDENT CONDUCT POLICY

Closed Campus: To promote safety and security, Kalāheo has a closed campus. No student or parent visitors are permitted. Exceptions must be approved by the Principal. Students may not leave campus for recess and lunch. Any student leaving campus without permission or an authorized off-campus pass will face disciplinary consequences.

No Smoking, Littering or Loitering within Campus Perimeter: To ensure the health, safety and welfare of students and school neighbors, the immediate areas of the perimeter of the campus are off-limits for smoking, littering, loitering and trespassing before, during and after school. The areas include:

- (1) Iliaina Street to Ilikupono Street.
- (2) Two hundred yards from campus on both sides of Mokapu Blvd.
- (3) Ilipilo Street.
- (4) The immediate wilderness area bordering Kalāheo High School.

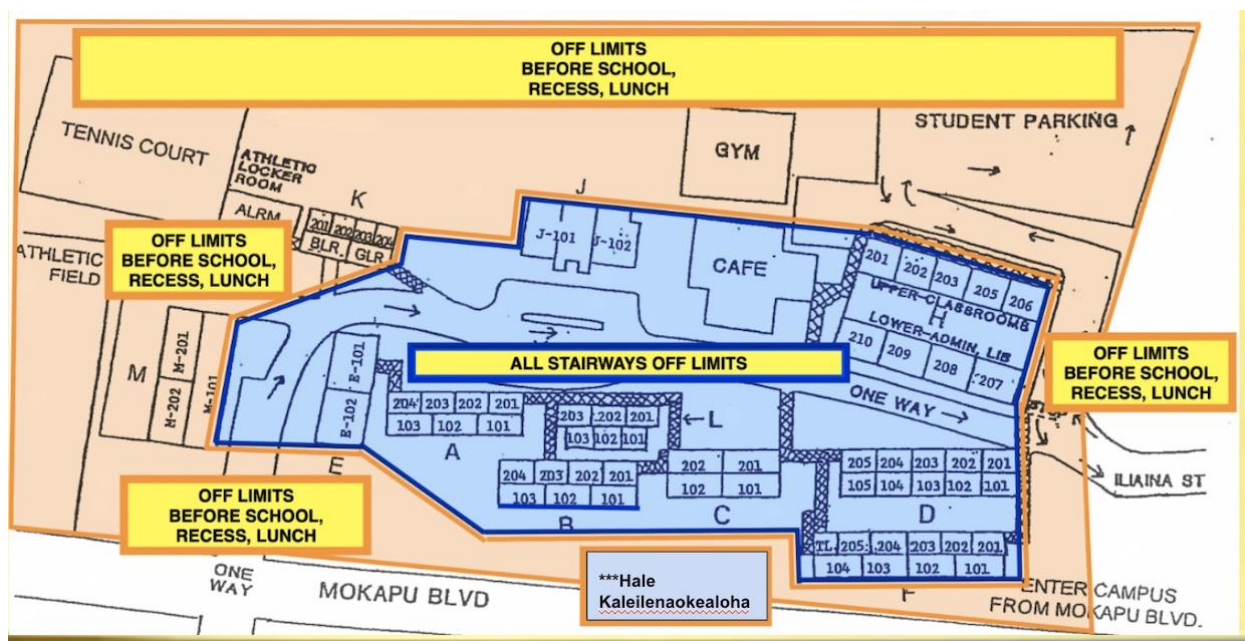
Dress Code: Students will come to school clean and well-groomed in appropriate clothing to promote a positive learning environment. If in doubt about whether the item of clothing is appropriate, choose on the side of common sense and do not wear that item to school. Administrators, faculty, and staff will refer any dress that is deemed inappropriate to the Health Room to change into DCV (Dress Code Violation) clothing or call home to obtain acceptable clothing based on the following guidelines:

1. All tops must have attached shoulder straps, extend to/or below the belly button, and nipples cannot be visible.
2. All bottoms must cover the buttocks and genitals.
3. Clothing that depicts drugs, sex, alcohol, violence, pornography, illegal activities, hate speech, or inappropriate language/ideas for the school setting is unauthorized.
4. Underwear cannot be used as outerwear.
5. Footwear is required.
6. Specialized courses may require specialized attire, such as sports uniforms or safety gear.

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Areas Students Can Gather - Perimeters Before School, Recess, Lunch: For safety reasons, students must stay within the **blue** shaded area. In addition, students are not allowed to sit or “hang out” in the stairways. Students are not allowed in the **orange** shaded areas marked “OFF LIMITS”.



Student ID Cards: All returning students will be issued Kalāheo High School Picture ID cards at registration pick up or with yearbook picture taking within the first month of every school year. The cost of the first ID card of the school year is included in the required student fees. All new students will be issued a temporary barcode from the school front office. The student must then obtain a permanent student ID from Student Services ASK located in C-102. Students must display or have in their possession their school ID cards for it must be shown to office personnel to obtain excused absence admit slips and off campus passes. Student IDs are required for all dances and proms, use of computer lab, use of library facilities, entrance to the health room and for school lunch service. Replacement ID cards will be available in C-102 for a fee of \$5.00.

Restrooms: Students are to use the restroom appropriately and safely. Kalāheo continues to maintain separate restroom facilities for male and female students. A transgender student who is ready to socially transition, regardless of whether the student is undergoing medical transition, may initiate a process to change how the student is addressed (preferred name, preferred pronoun), his/her attire, and access to preferred activities and facilities. If any student desires increased privacy, or feels uncomfortable, the school will provide the student with reasonable access to an alternative restroom.

Use of School Media Equipment: The usage of school media equipment is strictly prohibited for any private events or inappropriate and unlawful activities. Equipment should only be used for curriculum-related activities. Students may not borrow the school equipment for their personal use and teachers will be expected to monitor this policy.

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Student Messages: No student messages will be taken or delivered by Administrative Office personnel. Parents should call their children on their cell phones during recess and lunch and speak with them as needed. That is the primary reason cell phone use is permitted on campus during **non-instructional** time. Parents should refer to the school bell schedule for appropriate times to contact their children.

Student Obligations: All students are issued obligations for lost textbooks, unreturned library books, missing athletic uniforms and equipment, student fees and miscellaneous student incurred expenses. Students are expected to clear their obligations in a timely manner. Participation in athletic activities, banquets, proms and commencement exercise is prohibited until all obligations have been cleared with the Account Clerk.

Contraband: The following items interfere with the educational process and usage is not allowed in the classrooms, library or computer lab:

1. Rollerblades
2. Gang-related paraphernalia
3. Lighters
4. Vapes
5. Aerosol Cans
6. Dice
7. Laser Pointers
8. Walkie-Talkies

No skateboard riding on campus for safety and security. Students who use skateboards for legitimate transportation to and from school must store the board during the school day. During the school day skateboards should be secured and locked in the rack outside of D-103 or stored in a teacher's classroom with their permission or checked into the front office. Lost or stolen skateboards are the responsibility of the owner.

The use of bluetooth speakers may be used during breaks. However, they must be played in an open area away from classroom buildings at a low volume, respecting others personal space in the surrounding area. Music is allowed only if it is appropriate and does not promote violence, misconduct or mistreatment of others. If students abuse this privilege, bluetooth speakers will be confiscated.

Any contraband brought to school by the student is at his/her own risk. Neither the administration nor security is responsible for the recovery of stolen property. Investigations for stolen personal property are not the school responsibility. Parents should contact HPD.

Cell Phone Policy

Kalāheo High School

- Cell phones must be silenced or turned off and cell phone & headphones/earbuds must be put away during class time in a bag or pocket. A cell phone in a lap is not put away. Class time includes but is not limited to:
 - Instruction/Classwork
 - Quizzes & Tests
 - Standardized Tests
 - Fire Drills/Emergency
 - Locker Room/Bathroom/Water Breaks
- Teachers may collect cell phones from students when they leave the classroom during class time, i.e. restroom, water break, etc. Teachers should put the phone in a secured location.
- Exception: Cell phones may be used with explicit approval from the teacher (for classroom learning activities, emergency situations).
- All teachers shall post the cell phone poster in their classroom.

Enforcement if a student does not comply with cell phone policy:

If student surrenders phone

- Write information on a post-it/paper.
 - Teacher name, Period
 - Student last name, first name
 - Optional Note
- Transfer the cell phone to a School Security Attendant or the front office as soon as possible, but no later than the end of the school day.
- First offense: The student will meet with a Vice Principal to discuss the offense. All confiscated cell phones must be picked up by parents or legal guardians. **No phone will be returned by the office staff to the student without administrative approval.**
- Second offense: The parent must pick up the cell phone in the office at the end of the day after meeting with a Vice Principal to discuss the second offense.

If student doesn't surrender phone

- If a student refuses to surrender the cell phone when requested to do so by school personnel, then a referral for insubordination will be generated by the teacher.
- Do not fight with the student over surrendering the phone. Do not grab the phone/touch the student.
- Teachers must call and notify the student's parent(s).

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Any cell phone brought to school by students will be the responsibility of the student.

Administration and teachers will not assume responsibility for damaged, lost, or stolen cell phones.

Public Displays of Affection: Inappropriate displays of affection (prolonged kissing, necking, excessive body contact) are not permitted on campus. Habitual offenders will be warned by teachers, counselors or administrators. Continued practice will result in parental notification and mandatory counseling.

Student Transportation: Students are eligible to ride the school bus if: they ride the bus on a daily basis, attend their home school as determined by their legal residence, and reside 1.5 miles or more via the shortest walking distance from school where a route is available. Please inquire with the school office for confirmation of availability. The student must submit an application online at hi.etrition.com. The student must carry and display the bus pass to the driver on a daily basis. All standard conduct rules are enforced while riding the school bus. If a student commits a bus rule infraction, the bus driver submits an incident report to the alpha Vice Principal who determines the disciplinary consequences based on the severity of the infraction.

Bus Conduct: Transportation to school by a school bus is a privilege, not a right. The Hawaii Department of Education provides bus transportation to students as an assistance to families. However, the school corporation reserves all rights to establish rules for safe and orderly operation of such transportation. This privilege will be forfeited by students who do not comply. It will be understood that bus drivers have the responsibility to establish rules for their buses. Among them, drivers will have the authority to assign seats to students and to change these assignments as necessary. So that you will know what is expected of students while riding on the bus, the following is a sample of the form you will receive from your bus driver on the first day of school.

- 1. I will sit properly in my own seat.
- 2. I will not stand or move from place to place during the trip.
- 3. I will not talk in a loud or boisterous voice, nor will I be guilty of using improper language while on the bus.
- 4. I will not use or possess any alcoholic beverages, illegal drugs, or tobacco of any form on the bus.
- 5. I will not open or close the windows or doors of the bus without the driver's permission.
- 6. I will not tease, scuffle, trip, hold, hit or use my hands or feet or body in any objectionable manner.
- 7. I will not attempt to enter or leave the bus until it has come to a full stop and the door has been opened by the driver.
- 8. I will be ready and waiting to board when the bus arrives.
- 10. I will be denied the privilege of riding on the bus if I fail to conduct myself properly.
- 11. I will read these rules to my parents or have them read to me and give my word to follow the rules.

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Administrative Detention: Administrative detention is scheduled for after school and will be held at a designated site on campus. Administrative detention will be mandatory for students who are habitual offenders of insubordination, disruptive of class, class cutting, truancy, leaving campus without permission, or other infractions determined by the school administration. (Parents and students will be notified if any changes will be made to the administrative detention policy.)

School Community Service: Community service is scheduled for after school hours and is supervised by Administration and/or the Head Custodian. Parents will be notified of the reason, hours and term of Community Service. Mandatory community service may be a consequence for serious or habitual offenders of school robbery, property damage and vandalism.

Crisis Removal: A student may be immediately excluded from school in an emergency, because the conduct of the student presents a clear threat to the physical safety of self or others, or the student is extremely disruptive as to make the immediate removal of the student necessary to preserve the right of other students to pursue their education free from undue disruption.

PART 4: CHAPTER 19

Student misconduct, discipline, school searches and seizures, reporting offenses, police interviews and arrests, restitution for vandalism, and complaint procedure and investigation of discrimination, harassment (including sexual harassment), bullying and/or retaliation. For more information, please click here:
<https://hawaiipublicschools.org/DOE%20Forms/Chapter%2019/Chapter%2019-2020.pdf>

CLASS A OFFENSES

Class A offenses are very serious and are statutory law violations. Class A offenses may result in HPD notification, a police report and possible arrest.

Assault - Intentionally, knowingly, recklessly, or negligently causing serious bodily injury or bodily injury to another person with or without a dangerous instrument.

Burglary - Entering or remaining without school authorization in a building that is either owned or operated by the department of education with intent to commit an offense against a person, or against school property or other property located at the school.

Dangerous Instrument or Substance - Possession or use of any explosive device, instrument, material, or chemical, whether animate or inanimate, which in the manner it is used or is intended to be used is known to be capable of producing death or bodily injury. Examples of such items include but are not limited to: knives, pipe bomb devices, fireworks, pepper spray, mace, martial arts devices such as nunchucks sticks and stars and inanimate objects such as pipes

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sticks or baseball bats swing at a person in a menacing manner so as to cause or threaten bodily injury.

Dangerous Weapons - Possession or use of an instrument whose sole design and purpose is to inflict bodily injury or death. Examples of such instruments include but are not limited to a dirk, dagger, butterfly knife, switchblade knife, blackjack, slug shot, billy, metal knuckles or other weapons that inflict bodily injury or death.

Extortion - “Extortion” means an act committed by a person who:

1. Obtain, or exerts control over, the property or services of another with intent to deprive that person of the property or services by threatening by word or conduct to:
 - (A) Cause bodily injury in the future to the person threatened or to any other person;
 - (B) Cause damage to property;
 - (C) Subject the person threatened or any other person to physical confinement or restraint;
 - (D) Expose a secret or publicize an asserted fact, whether true or false, tending to subject person to hatred, contempt, or ridicule, or to impair the person’s credit or business repute;
 - (E) Reveal any information sought to be concealed by the person threatened or any other person;
 - (F) Testify, provide information, or withhold testimony or information with respect to another’s legal claim or defense;
 - (G) Take or withhold action as a public servant, or cause a public servant to take or withhold such action;
 - (H) Bring about or continue a strike, boycott, or other similar collective action, to obtain property which is not demanded or received for the benefit of the group which the student purports to represent; or
 - (I) Do any other act which would not in itself substantially benefit the person committing the act but which is calculated to substantially harm some person with respect to that person’s health, safety, education, business, calling, career, financial condition, reputation, or personal relationship;
2. Compels or induces another person to engage in conduct from which that person has a legal right to abstain or to abstain from conduct in which that person has a legal right to engage by threatening by word or conduct to do any of the actions set forth in paragraph (A) through (I) of this definition; or
3. Makes or finances any extension of credit, or collects any extension of credit by extortionate means.

Fighting - Instigating or provoking physical contact involving anger or hostility. Fighting includes but is not limited to:

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1. Engaging in mutual physical contact involving anger or hostility;
2. Teasing, harassing, threatening, or intimidating others resulting in physical contact involving anger or hostility;
3. Retaliating physically for teasing, harassing, threatening, or intimidating behavior; verbally inciting; or
4. Physically supporting a fight by one's presence and encouragement.

Firearms - Possession or use of:

1. Any weapon including but is not limited to a starter gun, shotgun, air guns which includes BB guns, pellet guns, paintball guns, or crossbow or any other instrument which will or is designed to or may readily be converted to expel a projectile;
2. The frame or receiver of any such weapon;
3. Any firearm muffler or firearm silencer; or
4. Any destructive device. The term “destructive device” means:
 - (A) Any explosive, incendiary, or poison gas:
 - (i) Bomb;
 - (ii) Grenade;
 - (iii) Rocket having a propellant charge;
 - (iv) Missile having an explosive or incendiary charge;
 - (v) Mine; or
 - (vi) Device similar to any of the devices described in the preceding clause;
 - (B) Any type of weapon which will, or which may be readily converted to expel a projectile, including but is not limited to a weapon that expel a projectile by actions of any explosive or other propellant; or
 - (C) Any combination or parts either designed or intended for use in converting any device described above, and from which a destructive device may be readily assembled.

Homicide - Causing the death of another person.

Illicit drugs - Substances the possession, distribution ingestion, manufacture, use, sale, or delivery, of which are prohibited under chapter 329, Hawaii Revised Statutes and chapter 712, part IV, Hawaii Revised Statutes.

Intoxicating Substances - The use or possession of any substance, which causes disturbance of the normal physical or mental functioning including but is not limited to Alcohol.

Property Damage or Vandalism - Damaging the property of the school or another person; destroying or defacing school property or facility; or destroying or defacing school materials, such as but is not limited to planners, identification name tags or meal cards, **(MINOR: Under \$50.00)**

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Robbery – In the course of committing a theft or hijacking a person, attempts to kill another, or intentionally inflicts or attempts to inflict serious bodily injury upon another; with or without a dangerous instrument:

1. Uses force against the person with the intent to overcome the owner's physical resistance or physical power of resistance;
2. Threatens the imminent use of force against the person of anyone is present with intent to compel acquiescence to the taking of or escaping with the property; or
3. Recklessly inflicting serious bodily injury upon another.

Sexual Offenses - Unwanted touching or grabbing of sexual parts, indecent exposure, using force to engage in intercourse, oral sex, or other sexual contact, engaging in intercourse, oral sex, or other sexual contact despite the other person's clearly expressed refusal or mental or physical inability to consent.

Terroristic Threatening - A threat, by word or conduct, to cause bodily injury to another person or serious damage to property of person.

1. With the intent to cause, or in reckless disregard of the risk of causing evacuation of a building, place of assembly, or
2. Displaying a "look-alike" gun or weapon.

CLASS B OFFENSES

Class B offenses are serious and are misdemeanor law violations. Class B offenses may result in HPD notification, a police report and possible arrest.

Bullying - Any written, verbal, graphic, or physical act that a student or group of students exhibits toward other particular student (s) and the behavior causes mental or physical harm to the other student (s); and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s).

Cyberbullying - Electronically transmitted acts, i.e., Internet, cell phone, personal digital assistant (PDA), or wireless hand-held device that a student has exhibited toward another student or employee of the department which causes mental or physical harm to the other student(s) or school personnel is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening, or abusive educational environment:

1. On campus, or other Department of Education premises, on department education transportation, or during a department of education sponsored activity or event on or off school property.
2. Through a department of education data system without Department of Education authorized communication; or
3. Through an off campus computer network that is sufficiently severe,

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persistent or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student or school personnel, or both.

In evaluating whether conduct constitutes harassment, intimidation or bullying special attention should be paid to the words chosen or the actions taken, whether the conduct occurred in front of others or was communicated to others, how the perpetrator interacted with the victim, and the motivation, either admitted or appropriately inferred. Electronic transmissions include but are not limited to the use of data, computer software that is accessed through a computer, a computer network system, other computerized systems, cellular phones or other similar electronic devices that display email, text messaging, blogs, photo drawings, video clips, on-line community websites, or faxes, or a combination of the foregoing.

Disorderly Conduct - The following actions or activities on campus or other Department of Education premises, on Department of Education transportation, or during a Department of Education sponsored activity or event on or off school property.

1. Engaging in fighting or threatening, or in violent or tumultuous behavior such as yelling or screaming, or both;
2. Making unreasonable noise as to cause disruption of normal school operations;
3. Making any offensively coarse utterance, gesture, or display, or addressing abusive language to any person present, which is likely to provoke a violent response;
4. Creating a hazardous or physically offensive condition by any act which not performed under any authorized license or permit;
5. Impeding or obstructing any person in a public school for the purpose of begging or soliciting alms or other forms of aid; or
6. In appropriate physical contact including but is not limited to consensual sex or consensual touching of body parts, or both.

False Alarm - Knowingly causing a false alarm of fire or other emergency to be transmitted to or within an official or volunteer fire department, any governmental agency, or public utility that deals with emergencies involving danger to life or property.

Forgery - “Forgery” means:

1. A student signing a name other than the student’s own name on a document or;
2. The illegal production or reproduction of materials such as fundraising or sports event tickets.

Gambling - Means staking or risking something of value upon the outcome of a contest of chance or a future contingent event not under the person’s control or influence, upon an agreement or understanding that the person or someone else will receive something of value in the event of a certain outcome. Gambling does not include bonafide business transactions valid under the law of contracts, including but not limited to contract for the purchase or sale at a future date of securities or commodities, and agreements to compensate for loss caused by the

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happening of chance, including but not limited to contracts of indemnity or guaranty and life, health, or accident insurance.

Harassment - A student who is harassing, bullying, including cyber bullying, annoying, or alarming another person by engaging in the following conduct that includes but is not limited to:

1. Striking, shoving, kicking, or otherwise touching a person in an offensive manner or subjecting such person to offensive physical contact.
2. Insulting, taunting, or challenging another person in a manner likely to provoke a violent response;
3. Making verbal or non-verbal expressions that causes others to feel uncomfortable, pressured, threatened, or in danger because of reasons that include but are not limited to the person's race, color, national origin, ancestry, sex, including gender identity and expression, religion, disability, or sexual orientation that creates an intimidating, hostile, or offensive a student, or otherwise adversely affects the educational opportunity of a student or students;
4. Name calling, making rude gestures, insulting, or teasing another person who feels humiliated intimidated, threatened, or embarrasses;
5. Making a telephone call without purpose of legitimate communication;
6. Making repeated communications anonymously, or at extremely inconvenient hours, or in offensively coarse language on campus or other Department of Education premises, on Department of Education transportation, or during a Department of Education sponsored activity or event on or off school property;
7. Causing fear as to prevent others from gaining legitimate access to or use of school buildings, facilities, services, or grounds such as, but is not limited to, restroom facilities; or
8. Physically harming, physically restraining, threatening, or stalking, or a combination of the foregoing.

Hazing - Any conduct or method of initiation into any student organization or activity, whether on campus or other Department of Education premises, on Department of Education transportation, or during a Department of Education sponsored activity or event on or off school property, which willfully or recklessly endangers the physical or mental health of any student. Such conduct shall include, but is not limited to whipping, beating, branding, forced calisthenics, exposure to weather, forced consumption of any food, liquor, beverage, drug or other substance, indecent exposure, or any other treatment or forced physical activity which is likely to adversely affect the physical or mental health, or both, or safety of any student of which subjects any student to extreme mental stress, including deprivation of sleep or rest, extended isolation, or personal humiliation.

Theft -

1. Obtaining, or exerting control over, the property of another with intent to deprive that person of the property;
2. Obtaining, or exerting, control over, the property of another by

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- deception with intent to deprive the person of the property;
3. Obtaining or exerting control over, the property of another which the person knows to have been lost or mislaid, or to have been delivered under a mistake as to the nature or amount of the property, the identity of the recipient, or other facts, and with the intent to deprive the owner of the property, the person fails to take reasonable measures to discover and notify the owner;
 4. Intentionally obtaining services, known by the person to be available only for compensation, by deception, false token, or other means to avoid payment for the services;
 5. Having control over the disposition of services of another to which the person is not entitled, intentionally diverts those services to the person's own benefit or to the benefit of a person not entitled thereto;
 6. Failing to make required disposition of funds by:
 - A. Intentionally obtaining property from anyone upon an agreement, or subject to a known legal obligation to make specified payment or other disposition, whether from the property or its proceeds or from the person's own property reserved in equivalent amount, and dealing with the property as the person's own and failing to make the required payment or disposition; or
 - B. Obtaining personal services from an employee upon agreement or subject to a known legal obligation to make a payment other disposition of funds to a third person on account of the employment, and intentionally failing to make the payment or disposition at the proper time;
 7. Intentionally receiving, retaining, or disposing of the property of another, knowing that it has been stolen, with intent to deprive the owner of the property, or...

Trespassing - Entering or remaining unlawfully in or upon the premises of any school, as defined pursuant to 302A-501, Hawaii Revised Statutes, after reasonable warning or request to leave by school authorities or police officer. **NO students are allowed on campus for non-school activities after school hours.**

CLASS C OFFENSES

Abusive Language - Verbal messages that use words in an inappropriate manner may include but are not limited to swearing, name calling, or profanity.

Class Cut - An unauthorized absence of a student from class.

Insubordination - Willful or intentional disregard or refusal to obey an order of which a teacher, officer or other employee of the department is entitled to give and have obeyed.

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Category 1 – General Insubordination

Category 2 – Use of Profanity/Swearing

Category 3 – Use of Profanity or Vulgar Gesture at Faculty/Staff Member

Category 4 – Failure to Serve Administrative Assigned Detention

Laser Pen/Pointer - Possession or use of a device that emits a bright laser light that appears as a dot on any surface at which it is aimed and is without authorized Department of Education purpose use.

Leaving Campus Without Consent - Leaving the premises of a school without first obtaining permission from school officials.

Smoking - Possession, use and/or distribution of tobacco products, including e-cig/vape. On campus, or other DOE premises during school hours, on DOE transportation, or during DOE sponsored activity or event on or off school property:

Truancy - The student is absent from the school campus without authorization from the principal or designee. **Refer to Kalāheo Attendance Policy for full description of expectations and consequences.**

CLASS D OFFENSES

Contraband - Possession or use of a property, other than which is unlawful to produce or possess, which as defined by local school rules, is prohibited on school premises because the possession or use of property on school premises has in the past led to bodily injury or disruption of school operations.

Minor Problem Behaviors - Means demonstration of low-intensity problem behaviors that may include, but are not limited to the following:

1. “Defiance/disrespect/non-compliance” means student engages in brief or low-intensity failure to respond to adult requests;
2. “Disruption” means student engages in low-intensity, inappropriate disruption;
3. “Inappropriate language” means student engages in low-intensity instance of inappropriate language;
4. “Physical contact” means student engages in non-serious, inappropriate physical contact;
5. “Property misuse” means student engages in low-intensity misuse of property;
6. “Tardy” means a student arrives at school after school has started, or a student arrives at class after class has started or both.

Failure To Surrender Contraband

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Dress Code Violation – Student wears clothing that is not within the dress code guidelines defined by the school.

Failure to Cooperate With Dress Code

Student ID Violation

School Bus Violation

Cafeteria Recess and Lunch Violation - Inappropriate behavior, cutting in line, or creating an unnecessary disturbance.

Inappropriate Public Displays of Affection

Littering Violation

Consequences for Chapter 19 Offenses

Disciplinary action shall be taken for all class offenses in grades kindergarten through twelve in accordance with procedures established under this chapter and within the following options as determined by the authorities designated in section 8-19-5. Interventions to teach students appropriate behaviors must be instituted when disciplinary actions are imposed. Disciplinary action options may include the following:

- (1) Correction and conference with student;
- (2) Detention;
- (3) Crisis removal;
- (4) Individualized instruction related to student's problem behaviors;
- (5) In-school suspension;
- (6) Interim alternate education setting;
- (7) Loss of privileges;
- (8) Parent conferences;
- (9) Time in office;
- (10) Suspension of one to ten school days;
- (11) Suspension of eleven or more school days;
- (12) Saturday school;
- (13) Disciplinary transfer;
- (14) Referral to alternative education programs;
- (15) Dismissal; or
- (16) Restitution.

(e) Students shall be counseled in addition to any disciplinary action taken under subsections (c) and (d).

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(f) No action amounting to serious discipline shall be imposed on students for committing class D offenses.

(g) No suspension or serious discipline shall be imposed on any student because of class cutting or truancy.

(h) The disciplinary action options of subsections (c) and (d) shall be construed as disciplinary actions within a school year.

(i) Disciplinary actions may be carried over to the following school year if the offense is committed within twenty school days from the last instructional day for students in that school year. [Eff 9/1/82; am and ren §8-19-5, 5/23/86; am and comp 7/19/93; am and comp 5/19/97, am and comp 2/22/01; am and comp 9/10/09] (Auth: HRS §302A-1112) (Imp: HRS §§302A-1112, 302A-1134, 302A-1134.5)

NOTE: Although consequences are defined, the Administration reserves the right to final decision for consequences within the Chapter 19 Code. Each student is an individual, and each case has individual circumstances. The majority of students behave appropriately. However, when offenses occur, the gravity of the deed and the student's situation must be taken into consideration to determine the final consequences.

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KALAHEO BELL SCHEDULE

For the most up-to-date bell schedule and dates, click [here](#)

Kalaheo Bell Schedule

2025-2026 Semester 1

(revised 6.27.25 subject to change)

A Monday		B Tuesday		A Wednesday		B Thursday		C Friday	
8:15-9:30 (75 min)	P1	8:15-9:30 (75 min)	P4	8:15-9:30 (75 min)	P1	8:15-9:30 (75 min)	P4	8:15-9:00	P1
9:30-9:45 (15 min)	RECES S	9:30-9:45 (15 min)	RECES S	9:30-9:45 (15 min)	RECES S	9:30-9:45 (15 min)	RECES S	9:05-9:50	P2
9:50-11:10 (80 min)	News P2	9:50-11:10 (80 min)	News P5	9:50-11:10 (80 min)	News P2	9:50-11:10 (80 min)	News P5	9:50-10:05 (15 min)	RECES S
11:10-11:40 (30 min)	LUNCH	11:10-11:40 (30 min)	LUNCH	11:10-11:40 (30 min)	LUNCH	11:10-11:40 (30 min)	LUNCH	10:10-10:55	P3
11:45-12:40 (55 min)	*SAP	11:45-1:00 (75 min)	P6	11:45-12:40 (55 min)	*Study Hall	11:45-1:00 (75 min)	P6	11:00-11:45	P4
12:45-2:00 (75 min)	P3	1:05-2:20 (75 min)	P7	12:45-2:00 (75 min)	P3	1:05-2:20 (75 min)	P7	11:45-12:15 (30 min)	LUNCH
2:10-3:10 (60 min)	Various Meetings	2:20-3:05 (45 min)	**Student Assistanc e	2:10-3:10 (60 min)	Faculty Meeting	2:20-3:05 (45 min)	**Student Assistanc e	12:20-1:05	P5

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<u>Schedule Exceptions for Semester 1</u> No School Monday Aug. 4 - Complex Professional Collaboration Day Tuesday Aug. 5 - Freshman and New Student Orientation Release time - 2:15 p.m. Wednesday Aug. 6 - ALL STUDENTS REPORT (A-Day) No School Friday Aug. 15 - Statehood Day No School Monday Sept. 1- Labor Day Friday Sept. 5--Special A Day (Homecoming), Release time - 2:20 p.m. No School Oct. 6-10 - Fall Break No School Monday Nov. 10 - Professional Collaboration Day No School Tuesday Nov. 11 - Veterans Day No School Thursday and Friday Nov. 27-28 - Thanksgiving Wednesday Nov. 26--C Day Mon Dec. 15 - Fri. Dec. 19 - Special Schedule for Finals No School December 22 - January 5 Winter Break No School Monday January 5 - Teacher Work Day, No School Tuesday January 6 - Professional Collaboration Day Students Return on Wednesday, January 7, 2026	1:10-1:55	P6
	2:00-2:45	P7
	2:45-3:05 (20 min)	**Student Assistance
	**Student Assistance on Tuesday and Thursday is optional. All teachers are available to students for help.	

Quarter 1- No School and Schedule Exceptions

Freshman and New Students Report on Tuesday August 5, 2025

All students report on Wednesday August 6, 2025

No School - Quarter 1			Bell Schedule Change		Sched ule	Release Time
Friday	August 15, 2025	Statehood Day				
Monday	September 1, 2025	Labor Day	Friday	September 5, 2025	Special A	2:20 p.m.
Fall Break—No School Monday October 6, 2025 - Friday October 10, 2025						

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Quarter 2- No School and Schedule Exceptions

No School - Quarter 2			Bell Schedule Change		Sched ule	Release Time
Monday	November 10, 2025	PC Day				
Tuesday	November 11, 2025	Veterans Day				
Thursday Friday	November 27, 2025 November 28, 2025	Thanksgiving	Wednesday	November 26, 2025	C DAY	2:45 p.m.
Semester Final Schedule Monday December 15, 2025- Friday December 19, 2025.						
Winter Break—No School Monday December 22, 2025 - Monday January 5, 2026 Tuesday January 6, 2026 - PC Day Students Return to School on Wednesday January 7, 2026						

Kalāheo High School

NOTICE OF NON-DISCRIMINATION AND ANTI-HARASSMENT STATEMENT

The Hawaii State Department of Education (Department) does not discriminate on the basis of race, color, national origin, ancestry, sex, gender identity, gender expression, sexual orientation, age, disability, and religion. This requirement extends to all of the Department's programs and activities, including employment and admissions as applicable. If you have difficulty understanding English, you have the right to receive language assistance at no cost to you. Please contact your school's principal for more information.

For the Department high schools that offer Career and Technical Education (CTE) Programs of Study in arts and communications, business, health services, industrial and engineering technology, natural resources, and public and human services, there are no admission criteria. Department high schools will take steps to assure that the lack of English language skills will not be a barrier to admission and participation in CTE programs and will provide equal access to designated youth groups.

The Department does not tolerate acts of harassment on the basis of race, color, national origin, ancestry, sex, gender identity, gender expression, sexual orientation, age, disability, and religion. Any student who believes that he or she has been subjected to harassment on the basis of race, color, national origin, ancestry, sex, gender identity, gender expression, sexual orientation, age, disability, and religion is encouraged to report such harassment. Students and parents may report allegations of discrimination or harassment to the school's administrator or to the Department's Civil Rights Compliance Branch at the address listed below.

The Department is committed to conducting prompt investigations. Support, including counseling and educational resources, will be available to students who are harassed as well as to students found to have engaged in acts of harassment on the basis of race, color, national origin, ancestry, sex, gender identity, gender expression, sexual orientation, age, disability, and religion. Students found to have engaged in harassment may be disciplined up to and including suspension if circumstances warrant. Students, parents, and Department staff should work together to prevent harassment on the basis of race, color, national origin, ancestry, sex, gender identity, gender expression, sexual orientation, age, disability, and religion.

The Department will not tolerate retaliation for reporting discrimination and/or harassment on the basis of race, color, national origin, ancestry, sex, gender identity, gender expression, sexual orientation, age, disability, and religion, and will take steps to protect those who wish to report the discrimination or harassment.

Please direct inquiries regarding HDOE nondiscrimination policies to:

Kalāheo High School

Beth Schimmelfennig, Civil Rights Compliance Director: (808) 784-6325
Rhonda Wong, Civil Rights Compliance Specialist: (808) 784-6325
Hawaii State Department of Education
1390 Miller Street, Room 416, Honolulu, HI 96813

Inquiries concerning discrimination and/or harassment may also be referred to the Office for Civil Rights, United States Department of Education.

ANNUAL NOTIFICATION OF PRIVACY RIGHTS

We are committed to safeguarding student privacy and ensuring families are informed about their rights. From understanding the Family Educational Rights and Privacy Act (FERPA) to managing photo and media releases.

Please visit this page for more information: <https://hawaiipublicschools.org/useful-links/policies/student-privacy/>

NOTICE OF LANGUAGE ASSISTANCE

If you have difficulty understanding English, you have the right to receive language assistance at no cost to you. Please contact your school's principal for more information.

(Traditional Chinese / 繁體中文) 如果您理解英語有困難，您有權得到免費的語言幫助。請聯繫您的學校校長以獲得更多信息。

(Simplified Chinese / 简体中文) 如果您理解英语有困难，您有权得到免费的语言帮助。
请联系您的学校校长以获得更多信息。

(Japanese / 日本語) 英語の理解に困難を覚える方は、無料で言語支援を受ける権利があります。詳細につきましては学校長にお問合わせください。

(Hawaiian / 'Ōlelo Hawai'i) Ina pilikia oe i ka hoomaopopo i ka olelo Pelekania, he kuleana no kou e lawelaweia oe i ke kokua olelo me ka uku ole. E hui kuka me ke poo kumu o kou kula no kekahi ike hou aku.

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(Korean / 한국어) 영어를 이해하는데 어려움이 있는 경우, 무료로 통역 지원을 받을 권리가 있습니다.
더 자세한 정보는 학교장에게 연락하십시오.

(Chuukese / Kapasen Chuuk) Ika epwe weires ngonuk omw weweiti fóós un Merika, mi wor omw pwúúng omw kopwe angei aninnisin aweween fóós esapw kame. Kose mochen kékkééri ewe meinapen ewe sukkun (Principal) ren tichikin pworausun.

(Ilokano / Ilokano) Nu narigat mo a maawatan ti Ingles, karbengam nga umawat ti tulong ti lenggwahe ket awan bayad na dayta a serbisyo. Para ti kanayonan nga impormasyon, mabalin a kontakem ti prinsipal ti eskwelaan yo maipanggep iti dayta a serbisyo.

(Samoan / Gagana Samoa) Afai e faigatā ona ē malamalama i le Igilisi, e i ai lau aiā e maua ai le fesoasoani tau gagana e aunoa ma se tupe e te totoi ina. Fa'amolemole fa'afeso'ota'i le pule o lau aoga mo nisi fa'amatalaga.

(Tongan / Lea faka-Tonga) Kapau 'oku faingata'a ke mahino kiate koe 'a e lea faka-Papalangi, 'oku 'i ai ho'o totonu ke ke ma'u ha tokoni fakatonulea 'ikai totongi. Kataki 'o fetu'utaki ki he puleako ki ha toe fakaikiiki ange.

(Tagalog / Tagalog) Kung nahihirapan kang intindihin ang Ingles, karapatan mong makatanggap ng tulong para sa lenggwahe at libre ang serbisyong ito. Para sa karagdagang impormasyon, maari mong kontakin ang prinsipal ng iyong paaralan tungkol sa serbisyong ito.

(Cebuano / Sugboanon) Kon kamo adunay kalisud sa pagsabut sa Iningles, naa moy katungod sa pagdawat sa tabang sa pinulongan nga walay gasto kaninyo. Palihog kontaka ang prinsipal sa inyong eskwelahan alang sa dugang nga impormasyon.

(Vietnamese / Tiếng Việt) Nếu quý vị thấy khó khăn trong việc hiểu tiếng Anh, quý vị có quyền nhận được sự hỗ trợ ngôn ngữ miễn phí. Vui lòng liên hệ hiệu trưởng của trường quý vị để biết thêm thông tin.

(Spanish / Español) Si tiene dificultad para entender Inglés, tiene derecho a recibir asistencia lingüística sin costo alguno para usted. Comuníquese con el director de su escuela para obtener más información.

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(Marshallese / Kajin Majôl) Elaññe ejabwe am melele kajin Pälle, ewōr am jimwe ñan jibañ ko ikijien ukok ilo ejelok wōnen. Jouj im kōjjelāik lok principle eo an jikuul eo am ñan melele ko rellap Lok.

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NOTICE AND REQUEST FOR ACCOMMODATIONS

If you are an individual with a disability, please contact the following personnel to make arrangements for reasonable modifications and accessibility to school events at least 10 days in advance to the event you wish to attend. Reasonable efforts will be made to accommodate your request.

For Kalaheo High School events, please contact: 305-0200
Vice Principal: Donna Kam

For Kalaheo ATHLETICS events, please contact: 305-0252
Athletics Director- Jacob Baum

Or you may call the office at: 305-0200

Please see our [Procedures on Providing Access to Educational Programs for Individuals with Mobility Impairments](#)