

# King Kekaulike High School Faculty Handbook

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## **GENERAL INFORMATION**

### **Hawaii Public Schools DOE Mission**

We serve our community by developing the academic achievement, character, and social-emotional well-being of our students to the fullest potential. We work with partners, families, and communities to ensure that all students reach their aspirations, from early learning through college, career, and citizenship.

### **King Kekaulike High School Vision**

Majestically, on the slopes of Haleakala, King Kekaulike High School strives in unity for excellence in living, learning and leading to enrich, empower, and elevate our students, our community, and our world.

### **King Kekaulike High School Purpose**

King Kekaulike High School provides a rigorous, relevant and standards-based curriculum in a welcoming, supportive learning environment that enlightens and engages all students to become life-long learners who are effective communicators and creative, collaborative, critical thinking, self-directed individuals.

### **KKHS Expected Schoolwide Learner Outcomes**

The Hawai'i State General Learner Outcomes (GLOs) are:

1. Be responsible for one's own learning (Self-Directed Learner)
2. Work well with others (Community Contributor)
3. Engage in complex thinking and problem solving (Complex Thinker)
4. Recognize quality performance and produce quality products (Quality Producer)
5. Communicate effectively (Effective Communicator)
6. Use a variety of technologies effectively and ethically (Effective/Ethical User of Technology)

**DOE-Approved KKHS Calendar**

**KKHS Alma Mater**  
**"The King's Heritage"**  
**By Lois Bisquera**

We proudly stand before thee  
In the heritage of old,  
Striving for the summit  
Of treasures untold.

Gazing from Haleakala  
To the ocean so blue,  
King Kekaulike High School  
Our aloha to you.

The memories that we make here  
Will always be dear;  
The lessons that you taught us  
Will remain throughout the years.

Ku ha`aheo no makou  
I na kupuna  
Kulia i ka nu`u  
O ka na`auao

Kilohi mai Haleakala  
I ke kai uliuli  
E ke kula Kekaulike  
(Ko makou) aloha ia `oe

Na hali`a e loa`a mai  
E hi`ipoi ana no  
Na ha`a wina i a`o mai  
E pa`a mau ana no.

# OPERATIONS

## Administrative Areas of Responsibility

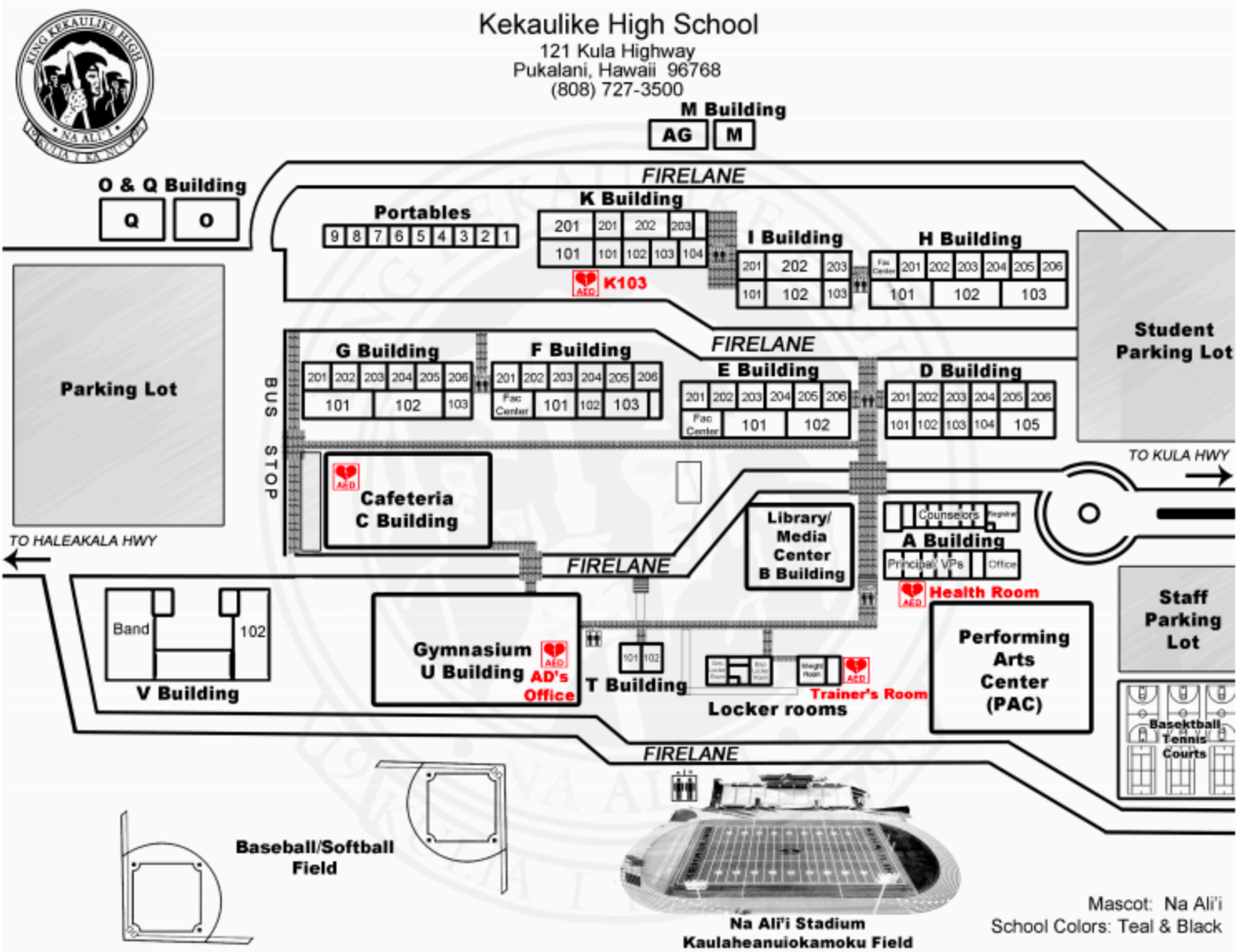
| Revised: SY<br>2020-2021                        | ADMINISTRATIVE AREAS OF RESPONSIBILITY     |  |  |   |                                     |
|---|--|--|--|---|-------------------------------------|
| Principal                                       | Vice Principal #1                          | Vice Principal #2                            | Vice Principal #3                                    | Dean of Students                                    | Athletic Director                   |
| Amy Strand Office:<br>727-3508<br>Cell:495-2168 | Kristen Stafford<br>Office: 727-3644 Cell: | Sadie Romano Saget<br>Office: 727-3507 Cell: | Alison Uyehara<br>Office: 727-3506 Cell:<br>495-5194 | Ginger Camara<br>Office: 727-3520 Cell:<br>495-2307 | P.K. Higa Office:<br>727-3638 Cell: |
| <b>OPERATIONS</b>                               | <b>OPERATIONS</b>                          | <b>OPERATIONS</b>                            | <b>OPERATIONS</b>                                    | <b>OPERATIONS</b>                                   | <b>OPERATIONS</b>                   |
| Academic/Financial Plan                         | Chapter 19/Student Action Plan             | Chapter 19/Student Action Plan               | Chapter 19/Student Action Plan                       | Chapter 19/Student Action Plan                      | Equipment/Supplies (athletic)       |
| Weighted Student Formula                        | Discipline Records/Data./eSIS/eCSSS        | Discipline Records/Data./eSIS/eCSSS          | Discipline Records/Data./eSIS/eCSSS                  | Discipline Records/Data./eSIS/eCSSS                 | Transportation (athletic)           |
| Student Success                                 | Student/Staff Attendance                   | Student/Staff Attendance                     | Student/Staff Attendance                             | Student/Staff Attendance                            | Coaches/Salaries                    |
| Staff Success                                   | Tardy Procedures                           | Tardy Procedures                             | Tardy Procedures                                     | Family Court Requested Information                  | Athletic Trust                      |
| Successful Systems of Support                   | Detention System/Hours                     | Detention System/Hours                       | Detention System/Hours                               | Nonattendance/Truancy/Family Court                  | Sports Scheduling                   |
| Federal Funds/Grants                            | eCSSS Monitoring                           | eCSSS Monitoring                             | eCSSS Monitoring                                     | eCSSS Monitoring                                    | Travel Arrangements (athletic)      |
| Expenditure Plan/Purchase Orders                | Security Attendants/Daily Operations       | Data Teams                                   | Student Transportation                               | Tardy Procedures                                    | Eligibility Rule                    |
| Local School Accounts                           | Assembly/Special Events Safety             | Repair and Maintenance                       | Yard Supervision                                     | Detention System/Hours                              | Facilities:                         |
| Audits  | Student Parking/Parking Decals             | AP   | After School Grad Point/Tutoring                     | Campus Beautification                               | Gym/Stadium                         |
| Fundraising                                     | IEP/PWN Review                             | ELL Program                                  | School Lunch Program -Free/Reduced                   | IEP/PWN Review                                      | Athletic Fields                     |
| Geographic Exceptions                           |  | IEP/PWN Review                               | Cafeteria Monitors                                   | Summary of Performance/PWN for SPED                 | Weight Room                         |
| Exceptions to Compulsory Attendance             |  |  | eTriton/Debit Cards                                  |   | Tennis/Basketball Courts            |
| Tort Claims/Worker's Comp                       |  |  | Repair and Maintenance                               |   | Lockers Rooms                       |
| Construction                                    |  |  | Daily Substitute Teacher Deployment                  |   | Use of Athletic Facilities          |
| CIP/R7M   |  |  | School Health Services                               |   | Athletic Fundraiser                 |
| Staff Calendar                                  |  |  | McKinney-Vento Act                                   |   | Athletic Program Mini Buses (Vans)  |

|                                  |                                 |                                 |                                 |                                 |                               |
|----------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|-------------------------------|
| Leaves of Absence                |                                 |                                 | IEP/PWN Review                  |                                 | Medic Services                |
| Federal Census Survey Cards      |                                 |                                 |                                 |                                 |                               |
| Master Schedule                  |                                 |                                 |                                 |                                 |                               |
| Inventory                        |                                 |                                 |                                 |                                 |                               |
| Use of Non-School Vehicle        |                                 |                                 |                                 |                                 |                               |
| Asbestos Surveillance            |                                 |                                 |                                 |                                 |                               |
| Use of Facilities                |                                 |                                 |                                 |                                 |                               |
| Volunteer Participation Report   |                                 |                                 |                                 |                                 |                               |
| End of Year Checklist for SPED   |                                 |                                 |                                 |                                 |                               |
| ST-11/ST-16/ST-3                 |                                 |                                 |                                 |                                 |                               |
|                                  |                                 |                                 |                                 |                                 |                               |
| <b>CURRICULUM</b>                | <b>CURRICULUM</b>               | <b>CURRICULUM</b>               | <b>CURRICULUM</b>               | <b>CURRICULUM</b>               | <b>CURRICULUM</b>             |
| Standards-Based Education        | Standards-Based Education       | Standards-Based Education       | Standards-Based Education       | Standards-Based Education       | Coaching Certification        |
| Common Core State Standards      | Common Core State Standards     | Common Core State Standards     | Common Core State Standards     | Common Core State Standards     | Coaches Staff Development     |
| Math                             | Special Education               | Health/PE                       | Language Arts                   | Hawaiian Immersion              | Coaches Meetings              |
| Hawaiian Immersion               | Career/Technical Education      | World Languages                 | Fine Arts/Performing Arts       | Grad Point/Credit Recovery      |                               |
| Reading Math Growth              |                                 | Social Studies                  | Counseling                      |                                 |                               |
| Yearbook                         |                                 | ELL                             | Transitions to High School      |                                 |                               |
| Staff Development                |                                 |                                 | AVID                            |                                 |                               |
| GT - AP/Honors                   |                                 |                                 |                                 |                                 |                               |
| AVID                             |                                 |                                 |                                 |                                 |                               |
|                                  |                                 |                                 |                                 |                                 |                               |
| <b>STUDENTS</b>                  | <b>STUDENTS</b>                 | <b>STUDENTS</b>                 | <b>STUDENTS</b>                 | <b>STUDENTS</b>                 | <b>STUDENTS</b>               |
| College and Career Ready/ACT     | Chapter 19/Serious Discipline   | Chapter 19/Serious Discipline   | Chapter 19/Serious Discipline   | Chapter 19/Serious Discipline   | Eligibility/Grade Checks      |
| Students Referrals: Grade 9      | Students Referrals: Grade 09    | Students Referrals: Grade 10    | Students Referrals: Grade 11    | Students Referrals: Grade 12    | Student Athletic Conduct      |
| Field Trip Requests              | IEP Meetings- Grade 09          | IEP Meetings- Grade 10          | IEP Meetings- Grade 11          | IEP Meetings- Grade 12          | Athletic Field Trip Approvals |
| IEP Meetings- Grade 9 & High-end | 504/SST/Eligibility Conferences | 504/SST/Eligibility Conferences | 504/SST/Eligibility Conferences | 504/SST/Eligibility Conferences | Chapter 19                    |
| Off-Island/Out-of-State Requests | Due Process Hearings            | Due Process Hearings            | Due Process Hearings            | Due Process Hearings            | Athletic Recognition          |
| Due Process hearings             | Graduation Participation        | Graduation Participation        | Graduation Participation        | Graduation Participation        | Athletic Injuries             |
| On-Time Graduation rate          | Student Recognition             | Student Recognition             | Student Recognition             | Student Recognition             |                               |
| College-Going Rate               | Co-Curricular Programs          | Co-Curricular Programs          | Co-Curricular Programs          | Co-Curricular Programs          |                               |
| Chronic Absentee rate            |                                 |                                 |                                 |                                 |                               |
|                                  |                                 |                                 |                                 |                                 |                               |
| <b>PERSONNEL</b>                 | <b>PERSONNEL</b>                | <b>PERSONNEL</b>                | <b>PERSONNEL</b>                | <b>PERSONNEL</b>                | <b>PERSONNEL</b>              |



|                                       |                                    |                                    |                                    |                                    |   |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|---|
| EES - New Teachers & Extra support    | EES                                | EES                                | EES                                |                                    | Athletic Trainers                       |
| Vice Principal/AD Evaluations         | Student Activities Coordinator     | School Security Attendants         | Induction and Mentoring            |                                    | Coaches/Yearly Evaluations              |
| Leadership Team                       | Special Education                  | SASA/Office Staff/Attendance Clerk | Substitute Teachers                |                                    | Assistant Coaches                       |
| Curriculum Coordinator                | SSC                                |                                    | Grade Level Counselors             |                                    | Volunteer Coaches                       |
| CTE Coordinator                       | Custodians                         |                                    | CC Counselors                      |                                    | Security for Games                      |
| Technology Coordinator                | Librarian/ Library Assistant       |                                    | PCNC                               |                                    | Volunteers for Events                   |
| Registrar                             |                                    |                                    | SHA                                |                                    | Setup/Cleanup of Facilities after Games |
|                                       |                                    |                                    | Educational Assistants/PTTs        |                                    |   |
|                                       |                                    |                                    | SFSM Manager/Cafeteria Staff       |                                    |   |
|                                       |                                    |                                    |                                    |                                    |   |
| <b>PROGRAM</b>                        | <b>PROGRAM</b>                     | <b>PROGRAM</b>                     | <b>PROGRAM</b>                     | <b>PROGRAM</b>                     | <b>PROGRAM</b>                          |
| Academic/Financial Plan               | CSSS/RTI                           | CSSS/RTI                           | CSSS/RTI                           | CSSS/RTI                           | Athletic Program                        |
| WASC Accreditation/School Improvement | Inclusion Program/Study Skills     | Daily Bulletin/Broadcast           | ALC                                | ISS                                | 2.0 Coordination                        |
| Stive HI Performance System           | Workplace Readiness/CBI            | English Language Learners (ELL)    | ACT                                | Special Motivation/Credit Recovery | Transfer Rule                           |
| Professional Learning Commuities      | Driver Education                   | Anti-Bullying/Harassment Program   | Renaissance Learning/STAR          | Court/Community Service hours      | Equity/Civil Rights                     |
| Comprehensive Needs Assessment        | Student Activities Program         |                                    | Advisory Program                   | ALC                                |   |
| Formative Assessment/Data Teams       |                                    |                                    | After School Programs/Tutoring     | Distance Learning                  |   |
| Media Broadcasts                      |                                    |                                    |                                    | Safety Committee Meetings          |   |
|                                       |                                    |                                    |                                    |                                    |   |
|                                       |                                    |                                    |                                    |                                    |   |
| <b>COMMUNITY</b>                      | <b>COMMUNITY</b>                   | <b>COMMUNITY</b>                   | <b>COMMUNITY</b>                   | <b>COMMUNITY</b>                   | <b>COMMUNITY</b>                        |
| School Community Council              | School Community Council           | School Community Council           | School Community Council           |                                    | Alumni/Business Support                 |
| PTSA                                  | PTSA                               | PTSA                               | PTSA                               |                                    | Athletic Boosters                       |
| Community/Business Partnerships       | Alumni/Volunteers/Business Support | Alumni/Volunteers/Business Support | Alumni/Volunteers/Business Support |                                    | Parents' Athletic Program Meetings      |
| Athletic Games On/Off Campus          | Athletic Games On/Off Campus       | Athletic Games On/Off Campus       | Athletic Games On/Off Campus       |                                    | Athletic Games On/Off Campus            |

Campus Map



## Telephone Directory

| NAME                                     | RM. NO.      | EXTENSION NO.             | NAME                             | RM. NO. | EXTENSION NO.             |
|--|--------------|---------------------------|----------------------------------|---------|---------------------------|
| Administration Conference Room           | A-CON        | 727-3512                  | DeCambra, Kaylee (9th)           | A-CR2   | 727-3514                  |
| Administration Office                    | A-OFF        | 727-3500                  | Dela Cruz, Rene                  | D-206   | 727-3546                  |
| Administration Workstation               | A-OFF        | 727-3509                  | Dias, Donald                     | G-202   | 727-3572                  |
| Amico, Erica                             | D-203        | 727-3543                  | DiMartino, John                  | D-202   | 727-3542                  |
| Ancheta, Danny (Tech Coordinator)        | B-LIB        | 727-3525                  | E-Faculty                        | E-FAC   | 727-3555                  |
| Antonio, Gina                            | D-205        | 727-3545                  | EAST Lab                         | K-201   | 727-3609                  |
| Arakawa, Ryan (Office)                   | K-101        | 727-3601                  | Educational Assistants           | E-FAC   | 727-3555                  |
| Arakawa, Ryan (Class/Lab)                | K-101        | (c) 727-3602 (l) 727-3603 | F-Faculty                        | F-FAC   | 727-3567                  |
| Arcas, Ignacio                           | D-102        | 727-3537                  | Fisher, William                  | I-101   | 727-3587                  |
| Arcas, Ignacio (Pd.5 / Advisory only)    | H-101        | 727-3577                  | Flavin, Jim (BHS)                | P-4     | 727-3623                  |
| Arendale, Beate                          | G-205        | 727-3575                  | Foster, Saafiga                  | T-101   | 727-3636                  |
| Arendale, Karl                           | F-101        | 727-3556 (Advisory only)  | Ganiko, Cindy                    | A-REG   | 727-3518                  |
| Arensberg, Amorosa                       | E-204        | 727-3552                  | Goodman, Deidra                  | P-2A    | 727-3620 (Advisory only)  |
| Asato-Kochi, Cindy                       | F-FAC        | 727-3567                  | Gorski, Patricia                 | G-204   | 727-3574                  |
| Asuncion, Jennifer                       | H-202        | 727-3581 (Advisory only)  | Grandon, Barbara                 | P4-A    | 727-3624 (Advisory only)  |
| Aveiro, Jody                             | A-SSC        | 727-3522                  | H-Faculty                        | H-FAC   | 727-3586                  |
| Ayresman, Loren                          | F-201        | 727-3561                  | Haia, Rodney (SRO)               | A-SRO   | 727-3521                  |
| Baisa-Gomes, Ellissa "Manu"              | A-OFF        | 727-3501                  | Haines-Swatek, Emily (Office)    | K-201   | 727-3607                  |
| Bendell, Glenda                          | F-101        | 727-3556 (Advisory only)  | Haines-Swatek, Emily (Class/Lab) | K-201   | (c) 727-3608 (l) 727-3609 |
| Bloomfield, Jessica                      | F-202        | 727-3562                  | Harper-O'Connor, Robert          | D-105   | 727-3540                  |
| Bocanegra, Fernando                      | K-103        | 727-3605                  | Hashimoto, Chad                  | X-101   | 727-3643                  |
| Bolton, Lisa                             | F-205        | 727-3565                  | Hashimoto, Curt                  | F-206   | 727-3566                  |
| Borell, Barry                            | T-102        | 727-3637                  | Hashizaki, Chantel               | A-OFF   | 727-3503                  |
| Bowe, Jonathan                           | G-103        | 727-3570                  | Hashizaki, Kylie (Office/Class)  | M-101   | (o) 727-3613 (c) 727-3614 |
| Breitha, Romona                          | A-OFF        | 727-3504                  | Health Room                      | A-HLTH  | 727-3511                  |
| Brown, Michelle                          | E-102        | 727-3640                  | Helgeson, Frances                | B-LIB   | 727-3527                  |
| Cafeteria - Kitchen                      | C-CAFE       | 727-3532                  | Henderson, Jesse (ASA)           | C-CAFE  | 727-3534 250-1070         |
| <b>CAMARA, GINGER (Dean of Students)</b> | <b>A-DOS</b> | <b>727-3520</b>           | Herendeen, Kyle                  | P-2     | 727-3619 (Advisory only)  |

|                                    |                |                           |  |                |                      |
|------------------------------------|----------------|---------------------------|--|----------------|----------------------|
| Carino, David                      | F-204          | 727-3564                  | <b>HIGA, PATRICK<br/>(Athletic Director)</b> | <b>U-GYM</b>   | <b>727-3638</b>      |
| Carlini, Piero                     | G-203          | 727-3573                  | Hoff, Pam (SSC)                              | A-SSC          | 727-3523             |
| Carlson, Mara                      | H-203          | 727-3582 (Advisory only)  | Holley, Michael                              | E-101          | 727-3547             |
| Cerny, Matthew                     | I-203          | 727-3592                  | Holley, Mikiala                              | G-102          | 727-3569             |
| Collier, Wanda Pulama              | P-8            | 727-3628                  | Jimenez, Larissa (Athletic Trainer)          | Z-101          | 727-3646             |
| Craig, Adrianna                    | D-101          | 727-3536                  | Johnson, Lori                                | K-202          | 727-3610             |
| Crawford, Ann                      | P-7            | 727-3627                  | Kahooohanohano-Bro oks, Michelle             | H-206          | 727-3585             |
| Cretton, Brook                     | P-1A           | 727-3618 (Advisory only)  | Kaiwi, Debra (BHS)                           | P-3            | 727-3621             |
| Cruz, Chelsea                      | A-HLTH         | 727-3511                  | Kamaunu, Casey (Attendance)                  | A-ATT          | 727-3510             |
| Custodial Room                     | C-CAFE         | 727-3533                  | Kepler, Chris                                | F-102          | 727-3559             |
| <b>NAME</b>                        | <b>RM. NO.</b> | <b>EXTENSION NO.</b>      | <b>NAME</b>                                  | <b>RM. NO.</b> | <b>EXTENSION NO.</b> |
| Kihara, Ronnie (SAC)               | G-206          | 727-3576                  | Sacapanio-Baisa, Jessica                     | E-203          | 727-3551             |
| Kiili, Rebecca Kapolie             | H-205          | 727-3584                  | Santos, Carol (Head Custodian)               | C-CAFE         | 727-3533             |
| Kovacic, Jamie (College/Career)    | H-201          | 727-3580                  | Schellhammer, Scott                          | G-101          | 727-3568             |
| Kovacic, Petar (Office/Class)      | O-101          | (o) 727-3615 (c) 727-3616 | Security Office                              | V-102          | 727-3641             |
| Kowalski, George                   | P-9            | 727-3629 (Advisory only)  | Sensory Room                                 | K-102          | 727-3604             |
| Kubas-Stark, Carmen (Class/Lab)    | F-102          | (c) 727-3557 (l) 727-3558 | Shimabuku, Dain                              | H-101          | 727-3577             |
| Kutney, Joseph                     | H-103          | 727-3579                  | Shimabuku, Grace (SASA)                      | A-OFF          | 727-3505             |
| Library                            | B-LIB          | 727-3526                  | Shirota, Dawn (10th)                         | A-CR1          | 727-3513             |
| Library Circulation                | B-LIB          | 727-3527                  | Smith, Bryan (ELL)                           | C-CAFE         | 727-3535             |
| Library Workroom                   | B-LIB          | 727-3528                  | Smith, Cameron (Athletic Trainer)            | Z-101          | 727-3646             |
| Lu'uwai, Paul (ALC)                | P-9A           | 727-3630                  | Spalding, Brandi (Curriculum Coordinator)    | B-LIB          | 727-3529             |
| Malasnik, Audrey (BHS)             | P-3A           | 727-3622                  | SPED 9th/10th Gr. Study Skills               | F-205          | 727-3565             |
| Manlansing, Tracy (College/Career) | B-LIB          | 727-3593                  | SPED 11th/12th Gr. Study Skills              | G-204          | 727-3574             |
| Matsushita, Jan                    | D-103          | 727-3538                  | <b>STAFFORD, KRISTEN (Vice Principal)</b>    | <b>A-VP1</b>   | <b>727-3644</b>      |
| Maui ITC                           | H-204          | 727-3583                  | Stewart, Timothy                             | G-203          | 727-3573             |
| Middleton, Edith                   | D-201          | 727-3541                  | <b>STRAND, AMY (Principal)</b>               | <b>A-PRIN</b>  | <b>727-3508</b>      |
| Moore, Timothy                     | D-204          | 727-3544                  | Tamayose, Sandi (School                      | F-104          | 727-3560             |

|   |              |                             |   |              |                                      |
|---|--------------|-----------------------------|---|--------------|--------------------------------------|
|   |              |                             | Psychologist)                               |              |                                      |
| Mossman, Ryan                                       | H-102        | 727-3578                    | Tuivai, Shawn                               | A-OFF        | 727-3502                             |
| Mossman, Sadie                                      | I-102        | 727-3588                    | Uwekoolani-Aarona,<br>Reba Uilani           | P-6          | 727-3626                             |
| Na Ali'i Vision                                     | K-203        | 727-3611                    | <b>UYEHARA, ALISON<br/>(Vice Principal)</b> | <b>A-VP2</b> | <b>727-3506</b>                      |
| Naeole, Darrelyn                                    | E-206        | 727-3554                    | Uyehara, Kim<br>(Registrar)                 | A-REG        | 727-3519                             |
| Nagata, Casey                                       | V-101        | 727-3639                    | Van Alstine, Leaf                           | I-201        | 727-3590                             |
| Newhouse, Robin<br>(Cafeteria Manager)              | C-CAFE       | 727-3531                    | Walker, Ann Marie                           | P-5          | 727-3625                             |
| O'Brien, James (ISS)                                | V-102        | 727-3642                    | Warner, Jordan                              | E-202        | 727-3550                             |
| Pascual, Patricia                                   | I-103        | 727-3589                    | Wiener, Barbara                             | K-104        | 727-3606                             |
| Pepitone, Emily                                     | F-203        | 727-3563                    | Wolski, Andrew                              | Q-101        | (o) 727-3631 (c)<br>727-3632         |
| Perdido, Samantha<br>(Athletic Trainer)             | Z-101        | 727-3646                    | Wood, Jennifer<br>(11th)                    | A-CR4        | 727-3516                             |
| Popata, Laila<br>(Librarian)                        | B-LIB        | 727-3526                    | Yamada, Lynn                                | I-202        | 727-3591                             |
| Reinecke, Kurt                                      | P-1          | 727-3617 (Advisory<br>only) | Yamamoto, Jayna<br>(12th)                   | A-CR3        | 727-3515                             |
| Ripani, Stephen                                     | K-203        | 727-3612                    | Yasana, Ritchilda                           | E-205        | 727-3553                             |
| <b>ROMANO-SAGET,<br/>SADIE (Vice<br/>Principal)</b> | <b>A-VP1</b> | <b>727-3507</b>             | Yoshikawa, Karen<br>(Maui ITC)              | H-204        | 727-3583                             |
| Rouse, Thomas                                       | G-201        | 727-3571                    | Zbiciak, Marya                              | D-104        | 727-3539                             |
|   |              |                             |   |              |                                      |
| <b>VACANT</b>                                       | <b>B-LIB</b> | <b>727-3530</b>             | <b>PAC - Box Office</b>                     | <b>PAC</b>   | <b>727-3548</b>                      |
| <b>VACANT</b>                                       | <b>B-LIB</b> | <b>727-3633</b>             | <b>PAC - Control<br/>Room</b>               | <b>PAC</b>   | <b>727-3524</b>                      |
| <b>VACANT - MATH</b>                                | <b>E-201</b> | <b>727-3549</b>             | <b>PAC - Green Room</b>                     | <b>PAC</b>   | <b>727-3595</b>                      |
| <b>Boys PE Locker<br/>Room</b>                      | <b>SLKB</b>  | <b>727-3634</b>             | <b>PAC - Manager<br/>Office</b>             | <b>PAC</b>   | <b>727-3596</b>                      |
| <b>Girls PE Locker<br/>Room</b>                     | <b>SLKG</b>  | <b>727-3635</b>             | <b>Chorus Room<br/>(Office/Class)</b>       | <b>V-102</b> | <b>(o) 727-3641 (c)<br/>727-3642</b> |

# Bell Schedule

## KEKAULIKE HIGH SCHOOL BELL SCHEDULE (COVID)

### School Year 2020-2021

#### Monday

|                             |          |   |          |      |
|-----------------------------|----------|---|----------|------|
| Teachers in Class / Passing | 7:45 AM  | - | 7:50 AM  | (5)  |
| Homeroom                    | 7:50 AM  | - | 7:54 AM  | (4)  |
| Period 1                    | 7:54 AM  | - | 8:27 AM  | (33) |
| Period 2                    | 8:32 AM  | - | 9:05 AM  | (33) |
| Recess                      | 9:05 AM  | - | 9:20 AM  | (15) |
| Period 3                    | 9:25 AM  | - | 9:58 AM  | (33) |
| Period 4                    | 10:03 AM | - | 10:36 AM | (33) |
| Period 5                    | 10:41 AM | - | 11:14 AM | (33) |
| Lunch                       | 11:14 AM | - | 11:44 AM | (30) |
| Period 6                    | 11:49 AM | - | 12:22 PM | (33) |
| Period 7                    | 12:27 PM | - | 1:00 PM  | (33) |

#### Tuesday

|                             |          |   |          |      |
|-----------------------------|----------|---|----------|------|
| Teachers in Class / Passing | 7:45 AM  | - | 7:50 AM  | (5)  |
| Homeroom                    | 7:50 AM  | - | 7:55 AM  | (5)  |
| Period 1                    | 7:55 AM  | - | 9:12 AM  | (77) |
| Advisory                    | 9:17 AM  | - | 9:46 AM  | (29) |
| Study Hall                  | 9:46 AM  | - | 10:15 AM | (29) |
| Recess                      | 10:15 AM | - | 10:30 AM | (15) |
| Period 2                    | 10:35 AM | - | 11:52 AM | (77) |
| Lunch                       | 11:52 AM | - | 12:22 PM | (30) |
| Lunch+ / Activity           | 12:22 PM | - | 12:38 PM | (16) |
| Period 3                    | 12:43 PM | - | 2:00 PM  | (77) |

#### Wednesday

|                             |          |   |          |      |
|-----------------------------|----------|---|----------|------|
| Teachers in Class / Passing | 7:45 AM  | - | 7:50 AM  | (5)  |
| Homeroom                    | 7:50 AM  | - | 7:56 AM  | (6)  |
| Period 4                    | 7:56 AM  | - | 9:12 AM  | (76) |
| Period 5                    | 9:17 AM  | - | 10:33 AM | (76) |
| Recess                      | 10:33 AM | - | 10:48 AM | (15) |
| Period 6                    | 10:53 AM | - | 12:09 PM | (76) |
| Lunch                       | 12:09 PM | - | 12:39 PM | (30) |
| Period 7                    | 12:44 PM | - | 2:00 PM  | (76) |

#### Thursday

|                             |          |   |          |      |
|-----------------------------|----------|---|----------|------|
| Teachers in Class / Passing | 7:45 AM  | - | 7:50 AM  | (5)  |
| Homeroom                    | 7:50 AM  | - | 7:55 AM  | (5)  |
| Period 1                    | 7:55 AM  | - | 9:12 AM  | (77) |
| Advisory                    | 9:17 AM  | - | 9:46 AM  | (29) |
| Study Hall                  | 9:46 AM  | - | 10:15 AM | (29) |
| Recess                      | 10:15 AM | - | 10:30 AM | (15) |
| Period 2                    | 10:35 AM | - | 11:52 AM | (77) |
| Lunch                       | 11:52 AM | - | 12:22 PM | (30) |
| Lunch+ / Activity           | 12:22 PM | - | 12:38 PM | (16) |
| Period 3                    | 12:43 PM | - | 2:00 PM  | (77) |

#### Friday

|                             |          |   |          |      |
|-----------------------------|----------|---|----------|------|
| Teachers in Class / Passing | 7:45 AM  | - | 7:50 AM  | (5)  |
| Homeroom                    | 7:50 AM  | - | 7:56 AM  | (6)  |
| Period 4                    | 7:56 AM  | - | 9:12 AM  | (76) |
| Period 5                    | 9:17 AM  | - | 10:33 AM | (76) |
| Recess                      | 10:33 AM | - | 10:48 AM | (15) |
| Period 6                    | 10:53 AM | - | 12:09 PM | (76) |
| Lunch                       | 12:09 PM | - | 12:39 PM | (30) |
| Period 7                    | 12:44 PM | - | 2:00 PM  | (76) |

#### SPECIAL (4 DAY WEEKS)

|                             |          |   |          |      |
|-----------------------------|----------|---|----------|------|
| Teachers in Class / Passing | 7:45 AM  | - | 7:50 AM  | (5)  |
| Homeroom                    | 7:50 AM  | - | 7:55 AM  | (5)  |
| Period 1                    | 7:55 AM  | - | 9:13 AM  | (78) |
| Recess                      | 9:13 AM  | - | 9:28 AM  | (15) |
| Period 2                    | 9:33 AM  | - | 10:51 AM | (78) |
| Lunch                       | 10:51 AM | - | 11:21 AM | (30) |
| Lunch+ / Activity           | 11:21 AM | - | 11:37 AM | (16) |
| Period 3                    | 11:42 AM | - | 1:00 PM  | (78) |

## Yard Duty Schedule

### King Kekaulike Yard Duty Schedule

**SY 2020-2021**

|                  | <b>Building D/E<br/>Bridge/Restrooms</b> | <b>Building E<br/>Restrooms</b> | <b>Building F<br/>Stairs/Restrooms</b> | <b>Building G<br/>Restrooms</b> | <b>Building K<br/>Port/Stairway</b> | <b>Building T/PE<br/>Stairs</b> | <b>Cafe/Gym<br/>Corner</b> |
|------------------|--|---------------------------------|--|---------------------------------|-------------------------------------|---------------------------------|----------------------------|
| <b>Monday</b>    | K. Decambra<br>S. Mossman                | G. Antonio<br>J. Warner         | E. Pepitone<br>C. Kubas                | T. Rouse<br>K. Herendeen        | R. Dela Cruz<br>R. Mossman          | J. Kutney<br>P. Gorski          | J. Bowe<br>L. Van Alstine  |
| <b>Tuesday</b>   | J. Matsushita<br>I. Arcas                | J. Wood<br>M. Zbiciak           | A. Farmer<br>K. Reinecke               | P. Kovacic<br>L. Ayresman       | J. Kovacic<br>J. Asuncion           | B. Grandon<br>A. Arensberg      | B. Smith<br>M. Cerny       |
| <b>Wednesday</b> | E. Amico<br>P. Pascual                   | B. Fisher<br>T. Manlansing      | D. Dias<br>Curt Hashimoto              | A. Walker<br>D. Goodman         | P. Collier<br>R. Arakawa            | B. Borell<br>R. Yasana          | C. Kepler<br>P. Luuwai     |
| <b>Thursday</b>  | A. Craig<br>M. Carlson                   | D. Naeole<br>D. Carino          | K. Kiili<br>J. Bloomfield              | S. Schellhammer<br>B. Arendale  | K. Hashizaki<br>A. Wolski           | U. Uwekoolani<br>L. Bolton      | S. Ripani<br>D. Shirota    |
| <b>Friday</b>    | Mike Holley<br>VACANT SS                 | B. Cretton<br>M. Brown          | R. Kihara<br>K. Dozier                 | M. Holley<br>L. Johnson         | A. Crawford<br>L. Yamada            | Chad Hashimoto<br>P. Carlini    | C. Nagata<br>G. Bendell    |
| REV-07/09/2020   |  |                                 |  |                                 |                                     |                                 |                            |
|                  |  |                                 |  |                                 |                                     |                                 |                            |
|                  |  |                                 |  |                                 |                                     |                                 |                            |
|                  |  |                                 |  |                                 |                                     |                                 |                            |

**Notes:** Our goal is to provide a safe campus and restrooms for our students during recess and lunch. Buildings D, E, F, G restrooms will be open during morning recess. Building E and F will be open during lunch. All other restrooms (H, I, K) will be locked during recess and lunch. E and F restrooms will be locked immediately at the conclusion of lunch and will remain locked for the first 10 minutes of the corresponding periods to follow. Teachers should not send students out of their classrooms during this time.

**Yard Duty is MANDATORY. For the safety of our students and staff, you must serve yard duty during your scheduled time.**

**Yard Duty is once per day: Morning recess.**

If you are absent, please let your substitute know when and where they're required to serve. When necessary, a colleague can cover for you if you're attending a school related matter and cannot make your duty assignment.

## **HEALTH AND SAFETY**



## **RULES, REGULATIONS, POLICIES AND PROCESSES**