



STUDENT HANDBOOK 2018-2019

Waimea High School
9707 Tsuchiya Road
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Waimea, HI 96796
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<http://waimeahighschool.org>

Instagram- thewaimeahighschool
Facebook- The Waimea High School
Twitter- @WaimeaHigh

This planner belongs to:

NAME _____

Far across the blue Pacific
'Neath the mountains high
Stands our gracious Alma Mater
Waimea High

Chorus: Lift your voices in her praises,
May she never die,
Hail to thee, our Alma Mater,
Waimea High

Alma Mater

True to selves, to school, to teachers,
May we ever be.
Work and sports and many studies
Crowd the years with glee.

ADMINISTRATION

Principal	Mrs. Mahina Anguay	Ext. 104
Vice Principal	Ms. Penny Vess	Ext. 105
Athletic Director	Mr. Jon Kobayashi	Ext. 175

COUNSELORS

Ms. Melissa Henry	Ext. 112
Mr. Bruce Herbig	Ext. 113
Mr. Vince Nitta	Ext. 179

SUPPORT SERVICES

SASA	Mrs. Cherie Balisacan	Ext. 103
Registrar	Ms. Wendi Sato	Ext. 109
Attendance/Registrar Clerk	Ms. Tessa Samio	Ext. 110
Account Clerk	Mrs. Ann Duarte	Ext. 108
Health Aide	Emma Keller	Ext. 106
Student Activities Coordinator	Mr. Liko Pereira	Ext. 160
Student Services Coordinator	Mrs. Sharleen Taira	Ext. 164
Student Service Coordinator Clerk	Mrs. Lita Saiki	Ext. 114
School Improvement Coordinator	Mrs. Darlene Muraoka	Ext. 186
Student Success Coach	Mrs. Robyn Herbig	Ext. 146
SBBH/Mokihana Program	Kristina Kutcher	Ext. 189
		Ext. 198
Hina Mauka	Cam Anthony	Ext. 136
PCNC	Mrs. Eula Taala	Ext. 130
Head Custodian	Mrs. Vanessa Akana	Ext. 120
Cafeteria Manager	Mr. Cosme Amulacion	338-6820

*Direct dial #338-6810, enter extension number after the prompt.

Waimea High School

Accredited by the Western Association of Schools and Colleges, Waimea High School provides a comprehensive secondary education to students in grades nine through twelve.

Mission Statement

The mission of Waimea High School is to provide a comprehensive education in an environment conducive to learning, and growing in order that our students become productive and responsible citizens and life-long learners.

Vision Statement

Waimea High School is a place where all students will:

- Realize their goals and aspirations.
- Possess the attitudes, knowledge and skills necessary to contribute positively and compete in a global society.
- Exercise rights and responsibilities of citizenship
- Pursue post-secondary education and/or careers without the need for remediation.

Vision of the Hawaii High School Graduate

Hawaii students are educated, healthy, and joyful lifelong learners who contribute positively to our community and global society

Mission of the Department of Education

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.

General Learner Outcomes

- | | |
|---------------------------|---|
| (1) Self-Directed Learner | (4) Quality Producer |
| (2) Community Contributor | (5) Effective Communicator |
| (3) Complex Thinker | (6) Effective and Ethical User of
Technology |

*****Waimea High School students receive grade/marks for GLO #1 and #2 each quarter and mid-quarter that determine a student's ability to participate in extracurricular activities.***

Nondiscrimination Statement

Students have equal access to courses, programs and services of Waimea High School regardless of their race, color, national origin, sex, religion, or handicapping condition.

Student Discipline

All students should have the opportunity to learn in an educational environment that is free of drugs and violence and that is conducive to learning. When a student's behavior violates rules of the school and the Department of Education, local and state criminal laws, the school is required to take appropriate disciplinary action in accordance with the DOE's Chapter 19 and agreement between the Hawaii State Teachers Association (HSTA) and the Board of Education (BOE).

Chapter 19

1. Chapter 19 is the document in which the Department of Education outlines student discipline, including the definition of offenses and the possible consequences (disciplinary actions). Available on school website WaimeaHighSchool.org
2. When school opens, the administration reviews Chapter 19 and the school's discipline plan with all the students. Each student receives a Chapter 19 booklet in advisory.
3. Students are accountable for following the rules of the school.

Expectations:

1. Respect for property:
Waimea High School is a clean, neat environment. Please refrain from marking walls, desks, restrooms, and other school property. Posters may be displayed with the approval of the administration.
2. Respect for authority:
All Waimea High School staff is responsible for monitoring and correcting student behavior. Please show respect, follow the direction, and identify yourself and activity when asked, obeying all school rules and state laws.
3. Respect for others:
Waimea High School seeks a positive school experience for students. Please show courtesy and tolerance and avoid put-downs. Harassment and bullying is never acceptable.
4. Respect for self and good work habits:
At Waimea High School we offer all students an equal opportunity in a safe environment to achieve a maximum potential and competency to become responsible and contributing members of our community. "Be the best you can be." Dress in a manner conducive to learning, orderliness, and safety, including a school wear tee shirt. During the instructional day, all clothing must be modest. Students are expected to be prepared for and participate in class.
5. Regular Attendance and Punctuality:
Students must attend all classes and are expected to be on time for classes.
6. Freedom from fear:

Students are expected to contribute to a safe school environment, free from fear. Acts of violence, harassment, or bullying are never acceptable. Possession of weapons and contraband are never acceptable.

MENEHUNE MATTERS*

Student Code of Conduct:

Regular Attendance: Students are to attend school and all classes regularly.

Punctuality: Students are to be on time for school and all classes.

Work Habits: Students are to be prepared for and to participate in each class.

Respect for Self and Others: Students are to be honest, to behave with dignity and to treat others with respect and courtesy. Harassment or Bullying is unacceptable.

Respect for Authority: Students are to obey all school rules and state laws.

Respect for Property: Students are to be responsible and care for our buildings, equipment, and textbooks. Students are to treat all property belonging to the school with care.

Freedom from Fear: Students are to contribute to a safe school environment that is free from fear. Acts of violence, harassment, or bullying; possession of weapons or contraband are never acceptable.

Punctuality: Students are to arrive to school on time. First bell rings at 7:45am, tardy bell is at 7:50am. Passing periods are five minutes long. Students are to be on time for all classes during the day.

Tardies:

Waimea High School's Attendance Policy states that any student late for class is considered tardy and must serve detention after school. Any student arriving 15 minutes or more after the tardy bell will be marked absent from that specific class .

Truancy:

At the beginning of each school year, administration will address the issue of truancy at grade level assemblies (1st warning) and additional warnings/reminders occurring on MTV and during Advisory. Truancy is defined in Chapter 19 as a student absent from class(es) or the school campus without authorization. Students on campus during academic periods without an authentic pass being used for the intended purpose are considered Truant.

Consequences for Truancy are as follows:

- Student booked for Truancy by School Resource Officer
- Student given after school detention
- Students possessions may be searched

School Wear:

Students will comply with the adopted school wear policy:

- Students shall wear an approved "School Wear" shirt on all school days. (WHS or Menehune incorporated into design)
- Students are not to alter, i.e. cut into midriff or tank top styles, turn inside out, tie, or twist their school wear shirts.
- School wear must be worn, not carried in a backpack, slung over the shoulder or worn as a "necklace". There is no excuse!
- First and second offense will result in after school detention and student acquiring/purchasing a shirt.
- Upon 3rd offense, progressive discipline will be imposed.
- Teachers/administration has joint responsibility for noting infractions of student school wear policy.

No shirt, NO EXCUSE! Teachers have the authority to check for school wear under sweatshirts/jackets. Students referred to administration will be:

1. Given the option of purchasing and changing into school wear immediately and then returning to class. Student will receive detention and parent/guardian notified.
2. If unable to purchase school wear, students will be issued a school shirt and will be given a financial obligation.

Cheating:

All students are expected to produce their own work and assignments and must refrain from cheating. All students are expected to write the honor statement on assignments, tests, and quizzes. "On my honor, I have neither given nor received unauthorized assistance on this test, quiz, or assignment."

Cheating is defined by:

- Copying another student's work
- Allowing another student to copy your work
- Plagiarism (using someone else's work as your own)
- Distribution/ Copying of answers to a test, paper, assignment, etc., whether done verbally, in writing, electronically, or the like
- Use of a "cheat sheet" during a test or quiz

Consequences of Cheating:

1st level: Student caught cheating will have paper, test, etc. taken away and no credit given. Teacher will counsel student, contact parent and refer student to administration for disciplinary action; suspension.

2nd level: Student caught cheating a second time will receive no credit for task, will be considered insubordinate as well, and will be referred to counselor. Counselor will work with student and notify parent to schedule conference. Administrator will handle disciplinary action; additional suspension.

3rd (or more) level: Student who continues to cheat will be given long term suspension as determined by administrator.

Electronic Equipment:

Parents and students need to sign and return the TAUG (Technology Acceptable Use Guidelines) before being allowed access to school computers and internet. **PERSONAL** IPOD, IPAD, Electronic tablets, cell phone and any other electronic devices will be automatically confiscated if used during class time, unless teacher approved for academic purposes. Item may be picked up in the office once student has completed detention. Student refusing to give teacher an electronic item is insubordinate and may be suspended. If the item is confiscated for a second time, parent/guardian will be asked to pick it up upon completion of detention.

A third time will result in parent/guardian contact for suspension. Counselor to schedule post-suspension counseling. Teachers have the authority to enforce this policy even if electronic equipment is used while going to the bathroom, counselor, office, etc.

Students need to be respectful and responsible for all school electronic equipment. Any misuse or vandalism will result in disciplinary action and a personal charge to the student's account/financial obligation which must be cleared before participating in any extracurricular activities.

Guidelines regarding Off Limits Areas:

- Students will **have access to** the following areas before/after school, recess and lunch
 - front lawn , in-front of bleachers (not behind bleachers)
 - S and T building courtyard
 - Front of G building towards the front lawn
 - Bathrooms in K building on "down" towards front lawn (not end of K building)
 - Cafeteria back exit towards C building (the sidewalk); "in" toward the library

- Refer to the Out of Bounds Map on the school's website at www.waimeahighschool.org and available in the office.
- Student are not allowed to go to their cars during school hours.

Students in violation of off limits areas will be subject to disciplinary action

Waimea High School Detention Room:

Detention is held every Tuesday and Thursday after school and on some occasions during advisory. Attendance will be taken by security attendant. Students are expected to stay the entire duration. Electronic equipment is not allowed. Students who do not work off their detention after repeated warnings will be suspended for insubordination.

Miscellaneous Policies

Closed Campus:

Waimea High School is a closed campus. This means that students cannot leave the school grounds once they arrive on campus. Leaving campus without permission also constitutes truancy.

Staff Visitors:

Staff must have their visitors pre-approved by administration 24 hours prior to actual visit.

Other Visitors:

Visitors are welcome. However, for the safety and security of our school, all visitors must obtain approval from admin prior to be given a visitor's pass. Failure to comply may result in trespassing charges.

Advisory Class:

Students are expected to work independently or obtain passes to other teacher's rooms for assistance. Students are accountable to demonstrate academic intent. The purpose of advisory is to allow students in school time to receive additional help from teachers.

Attendance

Attendance:

Waimea High School's attendance policy states: "students with **more than 9 days of unexcused absences** (every "U" is calculated into days) may not participate in co-curricular activities, including athletics. In addition, seniors with more than 9 days (every "U" is calculated into days) of unexcused absence forfeit their privilege to participate in commencement exercise". A written note from a parent/guardian is required to excuse absences and tardies if they have a legitimate reason for being out. If a phone call is made to the school to report an absence, it will not be excused without a written note from parent/guardian. Students absent for three (3) or more consecutive days should have a doctor's note for verification (State Attendance Policy). A doctor's note is needed for medical appointments (dentist included) for verification. School policy requires notes to be submitted within 3 days upon return to school to the front office.

Unexcused Absences:

Family vacation or trip, family events, driver's permit, driver's road test, parent request with no explanation, personal or family reasons, and visiting another school that is not an authorized school activity are all considered unexcused absences. Disputes for an unexcused absence must be resolved no later than 3 days after actual absence.

Excused Absences:

Illness, serious injury, (3 or more consecutive days need a doctor's note for verification), medical/dental/scholarship appointments which cannot be scheduled after school, Saturday, or

holidays, family court, death in the immediate family, emergency teen parent child care, urgent medical emergency or family emergency, college visitation, inclement weather / natural disaster watch or warning, administrative approved leave or job interview related to school activities.

All “authorized school activity” (field trips, school sports, assembly programs, etc.) is NOT an absence but is considered present and in school.

Tardiness:

Students late at the start of the school day are to report to the attendance office to sign in and obtain a pass to enter class. Students late to class will be handled by the teacher. All students that have an unexcused tardy will automatically be assigned detention. If there are extenuating circumstances, the final decision will be handled by admin.

Off Campus Pass (OCP):

A written note from a parent/guardian is **required** to obtain an “OCP” for an early release from campus. Requests for an “OCP*” (cultural, religious, college visitation, etc.) should be submitted to the front office preferably 24 hours prior to leaving campus. A written request for an “OCP” for a doctor or dentist visit that cannot be scheduled after school should be submitted to the health room. All absence due to medical appointments will be unexcused until a medical note is received. Teachers should initial the “OCP” prior to student leaving campus. Homework requests are the responsibility of the student. All late requests must have the signature of an Administrator. Parents please be prepared to show a form of identification. Students on modified schedule must show their cards to school personnel when asked.

Athletics

All students representing Waimea High School in interscholastic sports must meet all the requirements and eligibility provisions set by the Kauai Interscholastic Federation (KIF), Hawaii High School Athletic Association (HHSAA), Department of Education (DOE), & WHS. Remember that athletics is a privilege and not a right. As an athlete, you have a responsibility of high standards in school, on the field of play and in the community.

FALL:

Air Riflery –(B,G)
Bowling – (B,G)
Cheerleading – (C)
Cross Country – (B,G)
Football –(B,b)
Volleyball – (G,g)

WINTER:

Basketball – (B,b,G,g)
Canoe Paddling – (B,b,G,g)
Soccer – (B,b,G,g)
Swimming – (B,G)
Wrestling – (B,G)

SPRING:

Baseball –(B,b)
Golf –(B,G)
Softball – (G,g)
Tennis – (B,G)
Track –(B,G)
Volleyball –(B,b)

B=Varsity Boys, G=Varsity Girls, b=JV boys, g=JV girls, C=Co-ed

You will need the following to participate in athletics at Waimea High School:

1. Medical Examination/Concussion Assessment
2. Athletic contract
3. Parental written permission
4. Clear all financial obligations prior to 1st athletic game of the season.
5. Meet the State/WHS attendance benchmark of 95% or not more than 9 days of unexcused absences. All absences require a written note to be submitted within 3 days upon students return to school.
6. Maintain a 2.0 grade point average and no F’s in a required subject
7. View risk video with parent or guardian

8. Attend team meeting with Athletic Director
9. Be selected to team.

Sign up for sports are announced during daily bulletins. All forms can be picked up at the Athletic Director's office in the school gym and must be in the hands of the Athletic Director prior to practice or play.

Spectator Code Of Conduct:

I WILL:

1. Display good sportsmanship at all times.
2. Be polite and respectful to those around me.
3. Immediately notify the event security if I witness any illegal activity.
4. Sit in the assigned eating stated by the host school.
5. Follow the Bag Policy designated by the host school.
6. Follow the Re-Enter Rule once I leave the event.
7. In Case of an Emergency, follow the instructions of the event staff.

I WILL NOT:

1. Harass the officials, coaches, or participants.
2. Bring and/or carry any weapons to the event.
3. bring or consume alcohol or illegal substances.
4. Enter the playing surface at any time.

** If at any time I do not follow the Spectator Code of Conduct Rules I will be subject to removal from the facility.

NCAA Eligibility Center:

Grade 9: Plan

- Start planning now! Take the right courses and earn the best grade you can.
- Ask your counselor for a list of your high school's NCAA core courses to make sure you take the right classes. Or, find your high school's list of NCAA core courses at eligibilitycenter.org.

Grade 10: Register

- Register with the NCAA Eligibility Center at eligibilitycenter.org.
- If you fall behind on courses, don't take shortcuts to catch up. Ask your counselor for help with finding approved courses or programs you can take.

Grade 11: Study

- Check with your counselor to make sure you are on track to graduate on time.
- Take the ACT or SAT and make sure we get your scores by using code 9999.
- At the end of the year, ask your counselor to upload your official transcript.

Grade 12: Graduate

- Take the ACT or SAT again, if necessary, and make sure we get your scores by using code 9999.
- Request your final amateurism certification after April 1.
- After you graduate, ask your counselor to upload your final official transcript with proof of graduation.

Co-Curricular Activities

Co-Curricular Activities include the student government, athletic programs, and school clubs. All students who represent Waimea High School must meet the eligibility requirements as outlined in the “Guidelines for Participation in Co-Curricular Activities”. Students must have a grade point average of 2.0 and not have failed any courses required for graduation. Eligibility is determined quarterly. In addition, students must meet attendance benchmarks, have no outstanding financial obligations and have no current suspensions for A and B offenses.

Student Government

The main governing body of the student government is the Waimea High School Student Council, comprised of all student body officers, class officers and committee chairpersons of all student activities. Student body chairpersons are appointed by the student body president. The Student Council meets bi-monthly, during advisory period when permissible, and after school to conduct student concerns. All students on the Council must meet the eligibility requirements as outlined in the “Guidelines for Participation in Co-Curricular Activities”. To serve on honorary courts, students must also meet attendance benchmarks; have no outstanding obligations and no current suspensions for A and B offenses.

School Clubs and Activities

Adopt a Highway	Chess	Health Occupations for Teens (HOT)
Bayanihan	Close Up	Interact
Bible	Leo	Future Farmers Of America (FFA)
National Honor Society	Remotely Operated Vehicle Club (ROV)	
Spanish	W.E.L.L. (WHS Eng. Lang. Learners)	
Vocational Industries Club of America (VICA)		

General Information:

School Fees: There are two types of school fees: Mandatory and Optional.

****Mandatory Fees:**

Student Government Dues and Class Dues	\$18.00
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Mandatory Fees must be paid in order to participate in any extracurricular activity including but Not limited to Commencement, Sports, Clubs, School-related travel, Homecoming Honor Court, etc.

****Optional Fees:**

Yearbook	\$45.00 - \$50.00
KIF Activity Card (*Price subject to change by KIF)	\$25.00*(Gr. 9-12) \$15.00* (Gr. 8 and Under)
Duplicate ID (to replace your lost ID)	\$5.00
Planners (if available)	\$6.00

Obligations:

Outstanding obligations must be paid/cleared in order to participate in any extracurricular activity including but not limited to Commencement, Sports, Clubs, School-related travel, Homecoming Honor Court, etc. Obligations must also be cleared before student can receive his/her yearbook at the end of the school year.

Food Service:

Waimea High school uses an automated school lunch program (similar to the use of a debit card). **All** payments must be made at the following locations and times:

- Main office service window from 7am-7:45am and also during morning recess only.
- Payments received after morning recess will be posted to meal accounts the following day after 7:45 am. Amount presented to the office clerk will be deposited in full-no change will be given to student.

Waimea High School Lunch policy does not allow for students to charge for meals. It is your responsibility to keep track of your lunch account balances. No money in your account means no meal service. School ID's or temporary pass **MUST** be presented to the cashier at the time of meal purchase.

Meal service hours and cost:

- Breakfast from 7:15am-7:45am and on some days if morning recess bell rings before 10am, otherwise hot lunches are served during morning and lunch recess.
- Breakfast is \$1.20, reduce student price \$.30, second breakfast is \$2.40
- Lunch is \$2.75, reduce student price \$.40, student entrée price \$2.00
- Students are allowed to purchase ala carte items.

**Prices subject to change by School Food Service

Identification Cards:

**Each new student to Waimea High School is issued a Student (picture) Identification Card. This Student ID is used to identify you as a student enrolled at Waimea High School. It is also used for: meal service in the school cafeteria, equipment borrowing service in the Learning Resource Center (LRC), computer lab, and textbook issuance in your classrooms, etc.

**It is important to have this Student ID card in your possession at all times while at school or participating in a school related activity. If you lose your original ID card, a replacement can be purchased for \$5.00. Once your new card is printed there will be no refunds even though the old card has been found.

**One Day Meal Passes may be issued before the school day by the front office clerks if you forgot your ID and only if funds are available in your School Meal Account. Only (3) One Day Meal Passes are allowed per student, per year. Once you have used your (3) passes you must purchase a new ID.

**Altered ID's will be confiscated and you will need to purchase a new one.

**Anyone caught using someone else's ID will be sent to an Administrator for disciplinary action.

Health Room:

Should a student become ill during the school day, the student must get a health room pass from the teacher. The health room is staffed by a health aide who serves as a clearinghouse for health problems but does not treat students. The Health Aide however, does administer basic first aid. A student who is ill may be sent home only if he/she has turned in a current emergency card. Only the health aid may release students for illness; students cannot make their own arrangements.

Rainy Day Procedures:

In case of heavy rainfall during the school day, and there is a departure from the regular bell schedule, students must remain in the classroom until the rain subsides and the bell is rung. The administration will ring the bell when the rain subsides.

In Case of Emergency:

Every staff member has an emergency binder. Students must follow their teacher’s/staff member’s directions.

Student Parking:

Numbered parking stalls are assigned to staff. There is very limited parking on the school campus. Students are encouraged to ride the school buses. No double-parking allowed.

Bus Transportation:

Bus transportation requires a round trip pass or a one way pass for either morning or afternoon. No money is collected on the bus at any time. No bus pass; no ride on the bus. For questions or information call the DOE Student Transportation Branch at 241-7120.

Safety and Security:

Waimea High School has campus security whose duties and responsibilities are preventive in nature. While the primary objective is to assist the administration in maintaining a campus that is safe for all students, the security also report dangerous conditions, assists the administration in enforcing school regulations and policies, and supervises students who are on detention. Students are expected to respond appropriately to security.

New Students: New students must be enrolled in person by a parent or legal guardian. Please provide the following documents.

<u>DOCUMENTS</u>	<u>Hawaii Public School</u>	<u>Hawaii Private School</u>	<u>Mainland School</u>	<u>Foreign School</u>
Parent/Guardian ID	X	X	X	X
Proof of Guardianship	X	X	X	X
Proof of Residency	X	X	X	X
Certificate of Release	X	X	X	X
Transcript	X	X	X	X
Report Card or Exit	X	X	X	X
Grades	X	X	X	X
Course Schedule	X	X	X	X
Health Card		X	X	X
Birth Certificate			X	X
TB Clearance Card			X	X
Physical Exam Appt Card				X
Passport				

Class Changes: If a student’s class schedule needs to be changes (i.e. made up credit during summer school) it must be done within the first five days of quarter one and quarter three and is subject to administrative approval.

Withdrawing Students: To be withdrawn from WHS, the student must notify the registrar at least 3 days prior to leaving. The student’s parent or legal guardian must sign the “Request for Release” form. No student will be released without his/her parent’s/guardian’s signed request. Parents are asked to contact the Account Clerk for any obligations prior to student withdrawal.

Comprehensive Student Support System (CSSS)

The Comprehensive Student Support System (CSSS) provides overarching support to the standards-based curriculum and programs. CSSS is based on the belief that given the

appropriate support and interventions, every student will learn and succeed. It links students and families to the resources of the DOE, as well as those of their neighborhood, their community and other governmental and private agencies, emphasizing proactive, timely prevention and intervention services.

Student Services:

School Registration, Grade level Counseling/High-Risk Counseling, Student Activities Center Coordination, Educational Assistants, Tutoring, Computer Lab, Learning Resource Center, CSSS Cadre.

Co-Curricular Programs and Student Activities:

Clubs: Academic, Language/Culture, Service.

Special Interest Activities: Student Government, Class Government, Close Up (based on student interest), Cultural/Foreign Exchange, Mock Trial (based on student interest).

Specialized Instructional Programs:

Advanced Placement courses, AVID (Advanced via Individual Determination), Early College, English Language Learner, Honors, Hina Mauka-Teen Care, JROTC, Running Start (with KCC).

Support Programs:

RTI (Response to Intervention) classes, Special Education (including special education GAP programs), 504 Eligibility and Modifications, School Based Behavioral Health, Hina Mauka-Teen Care, Credit Recovery.

Student Recognition:

Athletic Awards Banquet, Honor Roll/Principal’s List, JROTC Recognition Dinner, Awards Assembly, PTSA Recognition.

Service to Community:

Adopt-a-Highway, Diabetes Screening, Blood Drive, Operation B.R.A.T.S., Santa’s Village, WAFF Carnival

Community Support:

Adopt-a-School Program, Project Grad, Waimea Alumni & Friends Foundation, Menehune Booster Club, Band Boosters, Athletic Boosters, Parent Community Networking Center, School Community Council

Requirements: Effective with the graduating Class of 2016

Effective 2012-13 with the graduating class of 2016, the minimum course and credit requirements to receive a high school graduation diploma are:

CREDITS	HIGH SCHOOL DIPLOMA
English (note 1)	4 credits
Social Studies (note 2)	4 credits
Mathematics (note 3)	3 credits
Science (note 4)	3 credits
Two credits in one of the specified programs of study:	2 credits
World Language (same language) (note 5)	
Fine Arts (note 6)	

Career and Technical Education (note 7)	
Physical Education (P.E.)	1 credit (note 8)
Health	0.5 credit
Personal Transition Plan	0.5 credit
Electives (Any Subject Area)	6 credits
TOTAL:	24 credits

Notes:

1. English shall include English Language Arts 1 (1 credit), English Language Arts 2 (1 credit) and Expository Writing (0.5 credit).
2. Social Studies shall include World History (1 credit), US History (1 credit), Modern History of Hawaii (0.5 credit) and Participation in a Democracy (0.5 credit).
3. Math shall include Algebra 1 (1.0 credit), Geometry (1.0 credit) or e.g. two-year integrated Common Core course sequence.
4. Science shall include Biology (1.0 credit) and Laboratory Science Electives (2.0 credits).
5. Two credits in a single World Language. Credits must be taken in sequence with consecutive course numbers in the study of one language.
6. Two credits in a Fine Arts discipline: Visual Arts, Music, Drama or Dance. Credits do not need to be in a single discipline.
7. Two credits need to be in a single career pathway program of study sequence.
8. Required courses: PEP 1005 Physical Education Lifetime Fitness (0.5 credit) and Basic Physical Education Elective (0.5 credit).

High School Diploma: A Hawaii High School Diploma shall be issued to students who meet the above minimum course and credit requirements (Board of Education Policy 4540, 10/4/2011).

Honors Recognition Certificate Requirements

In addition to meeting the requirements for the Hawaii High School Diploma, the following must be met with a cumulative GPA of 3.0 or above:

- **Academic Honors:**
 - 4 credits of Math: The 4th credit beyond Algebra 2 must be earned via a combination of the following half-credit courses (or equivalent IB math courses): Algebra 3, Trigonometry, Analytic Geometry, Precalculus.
 - 4 credits of Science: Of the four credits, one credit must be in Biology 1 (or equivalent IB Biology; or AP Biology courses); and the other three credits must be lab-based science credits.
 - Two credits minimum must be from AP/IB/Running Start courses (equivalent to credits for 2 college courses).
- **CTE Honors:**
 - Completes program of study (2-3 courses in sequence plus a state-identified specific academic course requirement).
 - Earn a B or better in each required program of study (coursework)

- Meet or exceed proficiency on performance-based assessments for corresponding program of study
- Completes a written assessments for the corresponding program of study

- **STEM Honors:**

- 4 credits of Math: The 4th credit beyond Algebra 2 must be earned via a combination of the following half-credit courses (or equivalent IB math courses): Algebra 3, Trigonometry, Analytic Geometry, Precalculus.
- 4 credits of Science: Of the four credits, one credit must be in Biology 1 (or equivalent IB Biology; or AP Biology courses); and the other three credits must be lab-based science credits.
- A STEM Capstone/STEM Senior Project.

Grade Point Average

This cumulative grade point average applies to all graduates:

- Cum Laude with a GPA of 3.0 to 3.5
- Magna Cum Laude with a GPA of 3.5+ to 3.8, and
- Summa Cum Laude with a GPA of 3.8+ and above.

Valedictorian Designation

The valedictorian criteria have been approved by the Hawaii High School Principal Forum. Effective for the Class of 2016 and beyond, graduating seniors will be declared valedictorian if the following criteria are met:

- GPA of 4.0; and
- Earned and met the requirements of one of the Honor Recognition Certificates.

Valedictorians will be named after the third quarter.

Continuous Notice of Non-discrimination

The Hawaii State Department of Education (HIDOE) and its schools do not discriminate on the basis of race, sex, age, color, national origin, religion, or disability in its programs and activities.

Please direct inquiries regarding HIDOE nondiscrimination policies as follow

ADA/Section 504 Inquiries
 Krysti Sukita, Ada/504 Specialist
 Civil Rights Compliance Office
 Hawaii State Department of Education
 PO Box 2360
 Honolulu, HI 96804
 (808) 586-3322 or relay
crco@notes.k12.hi.us

Title VI, Title IX, and other inquiries
 Anne Marie Puglisi, Director
 Civil Rights Compliance Office
 Hawaii State Department of Education
 PO Box 2360
 Honolulu, HI 96804
 (808) 586-3322 or relay
crco@notes.k12.hi.us



Graduation Requirements CLASS OF 2016 AND BEYOND

GRADE POINT AVERAGE — Cumulative Grade Point Average applies to all graduates — Cum Laude: 3.0 to 3.5 † Magna Cum Laude: 3.5+ to 3.8 † Summa Cum Laude: 3.8+ and above

Effective 2012-13 with the graduating Class of 2016, A Hawaii High School Diploma shall be issued to students who meet these minimum course and credit requirements.

COURSE REQUIREMENTS*	HAWAII HIGH SCHOOL DIPLOMA
English	4.0 credits including: - English Language Arts 1 (1.0 credit); and - English Language Arts 2 (1.0 credit); and - Expository Writing (0.5 credit)
Social Studies	4.0 credits including: - Modern History of Hawaii (0.5 credit); and - Participation in a Democracy (0.5 credit)
Mathematics	3.0 credits including: - Algebra 1 (1.0 credit); and - Geometry (1.0 credit) or (e.g., two-year integrated Common Core course sequence)
Science	3.0 credits including: - Biology 1 (1.0 credit); and - Laboratory Science electives (2.0 credits)
World Language, Fine Arts or Career & Technical Education (CTE)	2.0 credits in one of the specified programs of study
Physical Education	1.0 credit
Health	0.5 credit
Personal Transition Plan	0.5 credit
Electives	6.0 credits, may include 1.0 elective credit for Senior Project
TOTAL	24.0 credits

*The DOE has a process for requesting and approving equivalent credit courses.

HONORS RECOGNITION CERTIFICATE REQUIREMENTS

Effective 2012-13 with the graduating Class of 2016, In addition to meeting the requirements for the Hawaii High School Diploma, the following must be met with a cumulative GPA of 3.0 or above:

ACADEMIC HONORS

4 credits of Math:

The 4th credit beyond Algebra 2 must be earned via a combination of the following half-credit courses (or equivalent IB math courses): Algebra 3, Trigonometry, Analytic Geometry, Precalculus.

4 credits of Science:

Of the four credits, one credit must be in Biology 1 (or equivalent IB Biology; or AP Biology courses); and the other three credits must be lab-based science credits.

Two credits minimum must be from AP/IB/Running Start courses (equivalent to credits for 2 college courses).

CTE HONORS

Completes program of study (2-3 courses in sequence plus a state-identified specific academic course requirement).

- Earn a B or better in each required program of study (coursework).
- Meet or exceed proficiency on performance-based assessments for corresponding program of study.

Completes one of the following written assessments for the corresponding program of study.

- Earn at least 70% on each end-of-course assessment
- Earn a nationally-recognized certificate
- Earn a passing score on a Dual Credit Articulated Program of Study assessment

STEM HONORS

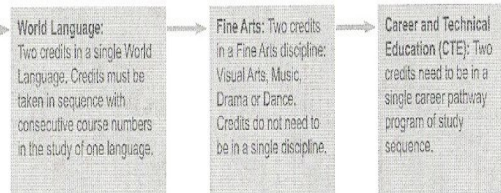
4 credits of Math:

The 4th credit beyond Algebra 2 must be earned via a combination of the following half-credit courses (or equivalent IB math courses): Algebra 3, Trigonometry, Analytic Geometry, Precalculus.

4 credits of Science:

Of the four science credits, one credit must be earned in Biology 1 (or equivalent IB Biology; or AP Biology courses); and the other three credits must be lab-based science credits.

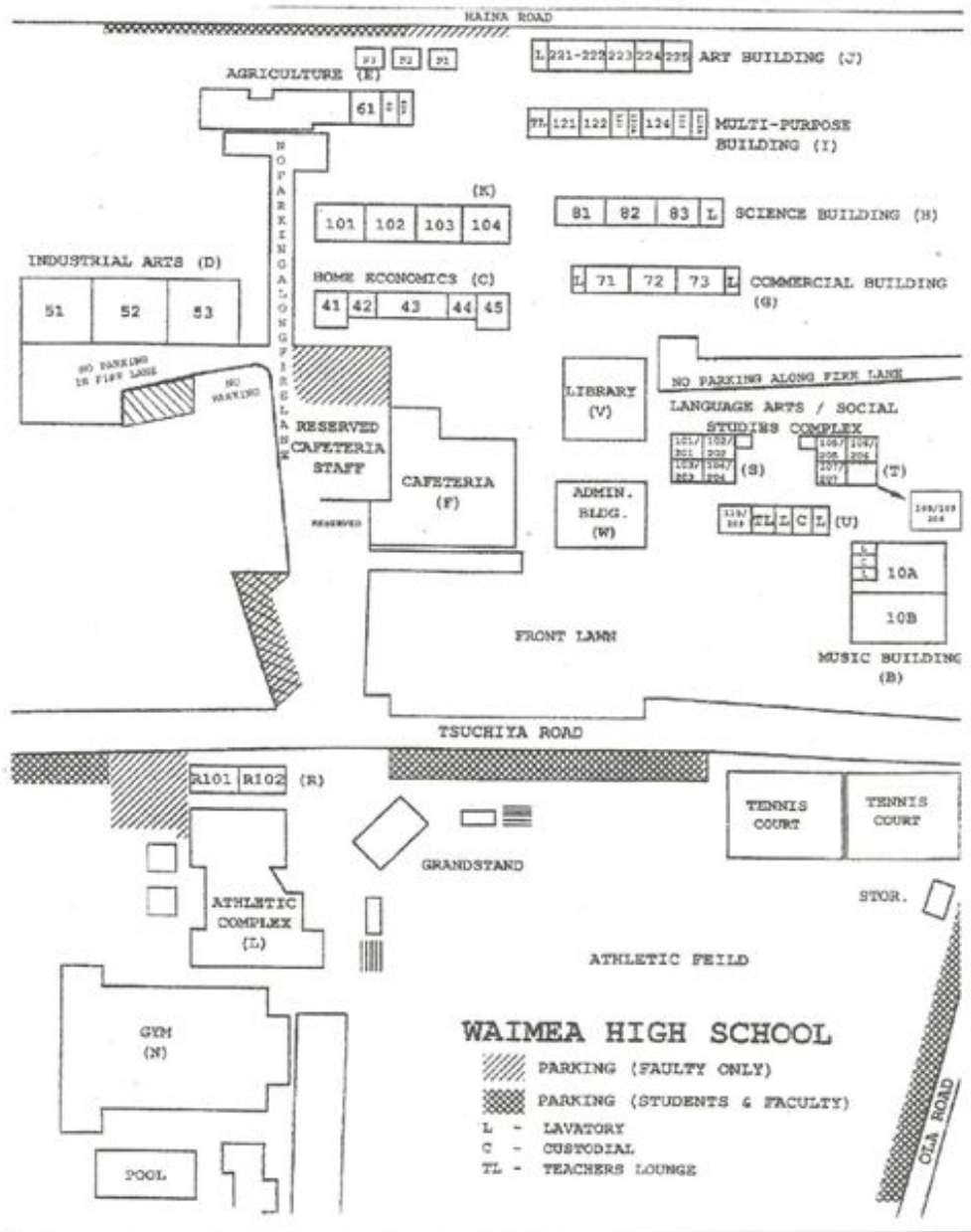
A STEM Capstone/STEM Senior Project.



Commencement Exercises

Commencement exercises may be scheduled any time after the last day of school for seniors. The last day of school for seniors shall be set by the Hawaii State Department of Education. Students shall be permitted to participate in commencement if they:

- 1) meet the requirements for a diploma or certificate;
- 2) have fulfilled their financial obligations; and
- 3) meet other conditions, as established by the Department, which meet the standards of clarity, reasonableness, and justifiability.



****All information is subject to change**