

# Hanalei Elementary Parent Digital Handbook

School Year 2025-2026

WEBSITE: <http://www.hanalei.k12.hi.us>

SCHOOL OFFICE: 808-826-4300

FAX NUMBER: 808-826-4302

ADDRESS: Hanalei School  
P.O. Box 46  
5-5415 Kuhio Highway  
Hanalei, Hawaii 96714





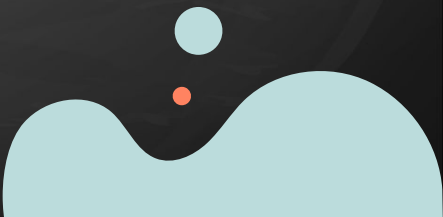
Aloha Parents and Guardians,

I'm so excited to be a part of the Hanalei Elementary Ohana and I look forward to working with all of you—parents, students, and the entire Hanalei School Community!

It's my pleasure to welcome everyone to the 2025-2026 school year. Hanalei School is committed to providing learning opportunities that are aligned with our school's values, ensuring a positive and supportive environment for all students.

Mahalo for partnering with us to support your child's educational journey. I'm excited for all we'll accomplish together this year!

Marissa Purcell  
Principal



# SCHOOL CALENDAR

Save the dates:  
 Parent Teacher  
 Conferences  
 November 3-12  
 Early Release  
 12:45pm

Click here for the  
 25-26 HIDEOE  
 OFFICIAL  
 SCHOOL  
 CALENDAR

July '25						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
August '25						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
September '25						
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
October '25						
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November '25						
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23	24	25	26	27	28	29
30						
December '25						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
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21	22	23	24	25	26	27
28	29	30	31			
<b>HOLIDAY</b>						

January '26						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
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25	26	27	28	29	30	31
February '26						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
March '26						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
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22	23	24	25	26	27	28
29	30	31				
April '26						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
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May '26						
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24	25	26	27	28	29	30
31						
June '26						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
<b>NO STUDENT DAYS</b>						

Dates to Remember  
**Quarter 1: (43 days) Ends October 3**  
**Quarter 2: (47 Days) Ends December 19**  
**Quarter 3: (46 Days) Ends March 13**  
**Quarter 4 (46 Days) Ends May 28**

July 4 - HOLIDAY - INDEPENDENCE DAY  
 July 29 SHA/Teacher's First Day (No Students)

July 29 - Aug 1 Teacher Workdays (No Students)  
 August 4 East Complex PC Day (No Students)

August 15 HOLIDAY - ADMISSION'S DAY

September 1 - HOLIDAY - LABOR DAY

September 3 \*\*OPEN HOUSE\*\*

October 6-10 \*\*Fall Break\*\*

October 13: Waiver day (No Students)

November 3-12 Parent/Teacher Conference

November 11 Veteran's Day

November 28 School Holiday

December 22 - January 2 \*\*Winter Break\*\*

December 25 - HOLIDAY - MERRY CHRISTMAS

January 1 - HOLIDAY - HAPPY NEW YEAR

January 5 Teacher Work Day

January 9 East Complex PC Day

January 19 - HOLIDAY - MARTIN L KING

February 13 Teacher Institute day (No Students)

February 16 - HOLIDAY - PRESIDENTS DAY

March 16-20 \*\*Spring Break\*\*

March 26 - HOLIDAY - KUHIO DAY

April 3 - HOLIDAY - GOOD FRIDAY

May 25 - HOLIDAY - MEMORIAL DAY

May 28 \*\*\*Students Last Day\*\*\*

May 29 \*\*\*\*\*Teacher's Last Day\*\*\*\*\*

June 11 - HOLIDAY - KAMEHAMEHA DAY

\*\*DATES ARE SUBJECT TO CHANGE\*\*



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# Hanalei School Values Statement

We are an inspiring `ohana of student-centered educators, who nurture keiki to develop their gifts and talents to be happy, confident, lifelong learners who are connected to their `ohana,



## Vision

community and `āina.








## Mission

Hanalei School will be an empowered school community providing successful quality education for life-long learning.

To empower the school community to take responsibility for meeting the educational needs of all our students and to foster a desire for life-long learning.

# Hanalei Elementary School

## School-Wide Behavioral Expectations Be Respectful, Be Responsible, Be Safe

 HĀ Outcome	GLO Alignment	Caefeteria	Assembly	Classroom	Sidewalk	Playground
 <b>Belonging He Pili Aloha</b>	<b>Community Contributor</b>	<ul style="list-style-type: none"> <li>• Sit with your assigned group.</li> <li>• Clean up your area.</li> <li>• Share table space.</li> </ul>	<ul style="list-style-type: none"> <li>• Enter and exit quietly.</li> <li>• Listen respectfully.</li> <li>• Participate appropriately.</li> </ul>	<ul style="list-style-type: none"> <li>• Share and take turns.</li> <li>• Include all classmates.</li> <li>• Use kind words.</li> </ul>	<ul style="list-style-type: none"> <li>• Walk quietly on the right.</li> <li>• Keep hands &amp; feet to yourself.</li> <li>• Acknowledge others.</li> </ul>	<ul style="list-style-type: none"> <li>• Invite others to play.</li> <li>• Resolve conflicts peacefully.</li> <li>• Respect equipment.</li> </ul>
 <b>Responsibility Kuleana</b>	<b>Self-Directed Learner Quality Producer</b>	<ul style="list-style-type: none"> <li>• Dispose of trash properly.</li> <li>• Return trays/utensils.</li> <li>• Manage your own food.</li> </ul>	<ul style="list-style-type: none"> <li>• Follow the speaker's instructions.</li> <li>• Stay in your seat.</li> <li>• Clap appropriately.</li> </ul>	<ul style="list-style-type: none"> <li>• Complete assignments.</li> <li>• Take care of materials.</li> <li>• Be on time.</li> </ul>	<ul style="list-style-type: none"> <li>• Follow directions.</li> <li>• Stay with your class.</li> <li>• Keep the area clean.</li> </ul>	<ul style="list-style-type: none"> <li>• Follow game rules.</li> <li>• Use equipment safely.</li> <li>• Report problems.</li> </ul>
 <b>Excellence Hō'ike Imua</b>	<b>Quality Producer Complex Thinker</b>	<ul style="list-style-type: none"> <li>• Eat nutritious foods.</li> <li>• Practice good manners.</li> <li>• Finish your meal mindfully.</li> </ul>	<ul style="list-style-type: none"> <li>• Pay attention.</li> <li>• Learn something new.</li> <li>• Show your best self.</li> </ul>	<ul style="list-style-type: none"> <li>• Do your best work.</li> <li>• Ask questions.</li> <li>• Learn from mistakes.</li> </ul>	<ul style="list-style-type: none"> <li>• Walk with purpose.</li> <li>• Show self-control.</li> <li>• Focus on your destination.</li> </ul>	<ul style="list-style-type: none"> <li>• Challenge yourself safely.</li> <li>• Encourage others' efforts.</li> <li>• Try new activities.</li> </ul>
 <b>Aloha Aloha</b>	<b>Community Contributor Effective Communicator</b>	<ul style="list-style-type: none"> <li>• Share seating courteously.</li> <li>• Offer to help clean up.</li> <li>• Be patient in line.</li> </ul>	<ul style="list-style-type: none"> <li>• Be an attentive audience.</li> <li>• Show appreciation.</li> <li>• Respect diverse opinions.</li> </ul>	<ul style="list-style-type: none"> <li>• Listen actively.</li> <li>• Offer help.</li> <li>• Use polite language.</li> </ul>	<ul style="list-style-type: none"> <li>• Greet others respectfully.</li> <li>• Hold doors for others.</li> <li>• Use a quiet voice.</li> </ul>	<ul style="list-style-type: none"> <li>• Share equipment.</li> <li>• Use positive language.</li> <li>• Include everyone in games.</li> </ul>
 <b>Total Wellbeing Pono</b>	<b>Self-Directed Learner</b>	<ul style="list-style-type: none"> <li>• Eat a balanced meal.</li> <li>• Maintain hygiene.</li> <li>• Practice mindful eating.</li> </ul>	<ul style="list-style-type: none"> <li>• Sit comfortably.</li> <li>• Get enough rest.</li> <li>• Be present and focused.</li> </ul>	<ul style="list-style-type: none"> <li>• Take breaks when needed.</li> <li>• Manage emotions.</li> <li>• Ask for support.</li> </ul>	<ul style="list-style-type: none"> <li>• Walk safely.</li> <li>• Maintain personal space.</li> <li>• Stay hydrated.</li> </ul>	<ul style="list-style-type: none"> <li>• Engage in physical activity.</li> <li>• Drink water.</li> <li>• Take turns to avoid frustration.</li> </ul>
 <b>Hawaii Ha'aheo</b>	<b>Community Contributor Self-Directed Learner</b>	<ul style="list-style-type: none"> <li>• Value local food traditions.</li> <li>• Share stories from home.</li> <li>• Respect diverse cultures.</li> </ul>	<ul style="list-style-type: none"> <li>• Learn about Hawaiian history.</li> <li>• Appreciate cultural performances.</li> <li>• Show respect for traditions.</li> </ul>	<ul style="list-style-type: none"> <li>• Learn Hawaiian words/phrases.</li> <li>• Appreciate local stories.</li> <li>• Respect cultural practices.</li> </ul>	<ul style="list-style-type: none"> <li>• Respect school property.</li> <li>• Care for the 'āina (land).</li> <li>• Use proper waste disposal.</li> </ul>	<ul style="list-style-type: none"> <li>• Care for the outdoor environment.</li> <li>• Learn about native plants.</li> <li>• Practice stewardship.</li> </ul>

**"E ho'okūkū mākou i ka HĀ a me nā GLO"**

**-Let's strive for HĀ and GLOs-**



This GOTCHA ticket is to celebrate you showing aloHĀ and/or GLOWING!  
3B's: Be Respectful, Be Responsible, Be Safe

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Staff Member: \_\_\_\_\_

**Today, you showed:**

**Our HĀ Outcomes:**

- Belonging (He pili Aloha) - You made others feel welcome/included.
- Responsibility (Kuleana) - You took care of yourself/others/our environment.
- Excellence (Hō'ike Imua) - You did your best and strove for quality.
- Aloha (Aloha) - You showed kindness, respect, and compassion.
- Total Well-being (Pono) - You demonstrated balance and healthy choices.
- Hawai'i (Ha'āheo) - You honored our culture/language/place.



**Our General Learner Outcomes (GLOs):**

- Self-Directed Learner - You took initiative/managed your learning.
- Community Contributor - You helped others/worked well in a group.
- Complex Thinker - You solved problems/thought critically.
- Quality Producer - You created high-quality work/followed directions.
- Effective Communicator - You clearly expressed ideas/listened well.
- Global & Digital Citizen - You used technology responsibly/understood diverse perspectives.

**Your Amazing Action:**



**GOTCHA  
Ticket**




This GOTCHA Ticket is to celebrate:

\_\_\_\_\_

For showing aloHĀ and/or GLOWING by:

Staff Member: \_\_\_\_\_

3B's: Be Respectful, Be Responsible, Be Safe



Students are rewarded Gotcha tickets for demonstrating Exceptional School Wide Behaviors. They are put into monthly drawing and can win prizes.

Student will place in a box at school to be drawn monthly

Your child will bring home a certificate to celebrate their fantastic behavior at school.

This certificate is a way for us to acknowledge and reinforce the positive choices they've been making. We believe that by celebrating these moments, we can encourage them to continue being a great role model in the classroom.

Please take a moment to look over the certificate with your child and celebrate this achievement with them. A little recognition from you can go a long way in reinforcing these positive behaviors.

Thank you for your continued support.

# Attendance

Because of the interactive nature of classroom instruction, discussions, and activities, these experiences can't be replicated with homework. When a student is tardy or absent, they miss out on crucial learning that can't be made up, and their academic progress may suffer.



At Hanalei we empower the school community to take responsibility for meeting the educational needs of all our students and to foster a desire for lifelong learning.

The goal: All students will attend school a minimum of 95% of the time.

Chronic absenteeism is defined as missing 10% or more of the school year for any reason - excused or unexcused and can occur with missing as little as two days a month.

Frequently being absent from school can significantly hinder a student's ability to master grade-level material.



## Daily Schedule

7:15 A.M. – 7:40 A.M.

Breakfast in the Cafeteria or Front Field Play

7:40 A.M. First Bell

Students go to Class

~~7:45 A.M. School Starts~~

Students arriving after the second bell must check in at the office for a tardy slip.



### Morning Recess

9:40 A.M. – 9:55 A.M.

### Lunch & Lunch Recess

11:40 A.M. – 12:00 P.M.

Lunch: Grades K, 1, 2

Recess: Grades 3, 4, 5, 6

12:00 P.M. – 12:20 P.M.

Lunch: Grades 3, 4, 5, 6

Recess: Grades K, 1, 2

### SCHOOL DISMISSAL:

2:00 P.M. (Mon, Tues, Thurs, Fri)

12:45 P.M. (Wednesday)

# Bus Information



Click Here>>

- [Online Application](#)

The rates for bus passes are:

- Quarterly Round Trip \$72
- Quarterly One Way \$36

Reminder: Riders must reapply QUARTERLY.



# Drop-off / Pick-up



- Students need to exit or enter the vehicle out of one of the right hand side passenger doors.
- Please keep traffic flowing along the red curb; there is no parking allowed at the red curb.
- If you need to park, please pull into an empty stall in the front parking lot; do not double park and block others in.
- No parking, drop-off, or pick-up is allowed behind the office or behind the cafeteria and library.
- Please use the crosswalks for your safety.
- Remain on the porch in front of the office/health room when waiting for students after school.



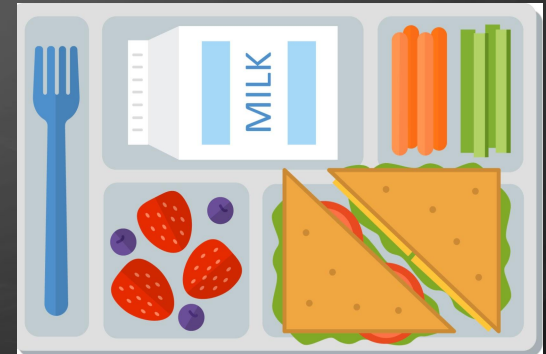
# 2025-26 Meal Prices

School Year 2025-2026 Meal Prices	
Student Type	Price
<b>Breakfast</b>	
Elementary student (PreK-8)	\$1.10
Secondary student (9-12)	\$1.10
<b>Reduced-price student (PreK-12)</b>	<b>No Charge</b>
Free student (PreK-12)	No charge
Student Second Meal	\$3.50
Adult Meal	\$3.50
<b>Lunch</b>	
Elementary student (PreK-8)	\$2.50
Secondary student (9-12)	\$2.75
<b>Reduced-price student (PreK-12)</b>	<b>No Charge</b>
Free student (PreK-12)	No charge
Entree	\$2.25
Student Second meal	\$7.50
Adult Meal	\$7.50

[Click here >>](#)

Free & Reduced  
Meal

Application -  
EZMealApp



● To ensure the safety of our students, we have a clear procedure for releasing them from school.

- Only parents, legal guardians, or authorized individuals listed on a student's emergency card are permitted to pick up a child.
  - Anyone picking up a student should be prepared to show a photo ID.
  - All pickups must be approved by the principal or a member of the office staff.
  - To sign out your child, please report to the main office first.
- Your child will be released to you from there.



# A+ / Kama'aina Kids

Click here for:

2025-2026

A+ Program

Registration Form

★ Begins the 1st week of school.

## A+ Programs

FIRST PLACE  
HAWAII'S  
BEST  
2015  
Awarded by the Star-Bulletin



### FEATURES

#### HOURS

After school until 5:30pm.

#### QUALITY CHILDCARE

Certified in First Aid/CPR, Positive Behavior Management "Safety First", Staff to Student Ratio 1:20

#### SUPERVISED HOMEWORK

We provide quiet, supervised homework time and encourage good study habits.

#### SPECIAL PROGRAMS

Fall, Winter, Spring Intersessions and Summer Day Camps.

#### ENRICHMENT

Provide for children to study, explore books, sports, arts & crafts, and nature.



### Intersessions and Summer Day Camps

During the school breaks, Kama'aina Kids provides a premier day camp experience for children in grades K-8. As an accredited member of the American Camp Association, our day camps are committed to the highest operating standards in the youth development industry. All of our programs combine a variety of hands-on learning experiences and off-site adventures, creating a safe, enriching and memorable experience. Day camps are located island-wide and are available during the Fall, Winter, Spring and Summer breaks.

Intersessions and Day Camps are not part of the State DOE A+ program and program is not available at every site. Please check our website during program to see availability.



Hawaii's Enrichment & Education Professionals



Follow Us [www.kamaainakids.com](http://www.kamaainakids.com)



For more information call (808) 262-4538 or (888) 345-4374

Consistent participation in afterschool activities yields positive results



- + Better work habits
- + Improved academic performance
- + Gains in self-efficacy
- + Improved GPA
- + Fewer school absences

Emotional support from adult staff is the most significant factor leading to their positive assessment



When youth report positive afterschool experiences, teachers report gains in the classroom



- + better homework ethics
- + stronger task persistence
- + Pro-social behavior with peers

# Teacher Communication

- Each teacher has their own system for communication with parents. Your teacher will inform you what process is preferred.
- Every staff member at Hanalei School can be reached by email. There is an updated Staff Directory on the Hanalei School website. Staff emails use the following format, correct spelling needed to ensure delivery: `firstname.lastname@k12.hi.us`

## Minimizing Classroom Interruptions for Student Messages

To ensure our classrooms remain focused on learning, we kindly request that all non-emergency messages for students come through the school office. Please finalize any after-school arrangements or other plans with your child before the school day begins. This helps us protect valuable instructional time for everyone.

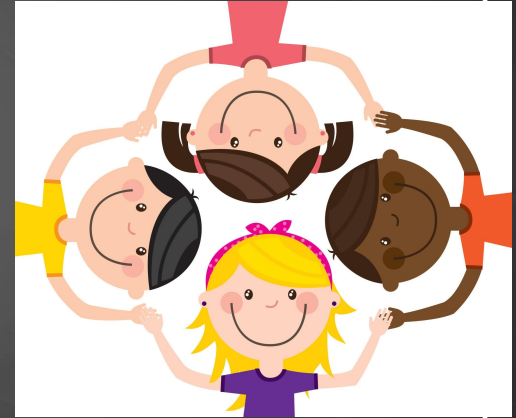
In the event of a genuine emergency, parents may call the school office to have a message delivered. Please understand that we can only interrupt classes for serious emergencies.

Otherwise, emergency messages will be delivered to your child's teacher as soon as possible, and they will relay it at an appropriate time.

# Dress Code

Students, staff and parents are required to follow the guidelines below while on campus. Please Wear:

- Appropriate Footwear- Every student needs to bring footwear to school every day. (i.e. tennis/gym shoes, slippers, sandals, etc., no high heels.) Footwear is required to be worn while in the cafeteria, bathrooms, and basketball court.
- Clothing that covers your midriff and undergarments
- Clothing with appropriate messages
- Shorts and skirts of a reasonable length.



A SMILE!





## Lunch and Snack From Home

Children bringing a lunch from home should have it clearly marked and in a container that can be kept in your child's backpack. No glass containers. There is no microwave or refrigerator for student use.

Students are asked NOT to share their food with other students due to allergies and other concerns. Healthy foods are highly encouraged. The following are guidelines of foods to avoid:

- All food and beverage items listing sugar, in any form, as the first ingredient, such as candy
- Caffeinated drinks, such as soda or energy drinks
- Takis and other artificially flavored spicy foods
- Larger Family size packages

### WATER

- Students are encouraged to bring water flasks to school each day. There are ~~2~~ bottle refill stations on campus



# Health & Safety Guidelines



Your child's health and the health of our school community are our top priorities. Here's what you need to know:

- **Daily Wellness Checks:** Before sending your child to school each day, please do a quick wellness check. If they have any symptoms of illness—like a fever, cough, body aches, or sneezing—please keep them home.
- **Returning to School:** Your child must be fever-free for 24 hours without fever-reducing medication before they can return to school.
- **On-Campus Illness:** The school's Health Aide will determine if a student needs to be sent home due to illness or injury.



## Toys at School

Students need to leave their toys at home unless they are invited to bring a toy (by the teacher) for the purpose of show-and-tell/sharing in class. In those cases, the toys must remain in the backpack until the teacher specifies that it is time to take them out.

## Cell Phone Policy

If you want your child to bring a cell phone to school, we require that it is out of sight and remains in their backpack and turned off while on campus and on the bus, unless permission is granted by the teacher to use the phone under special circumstances.

No videos/photos of other students or adults are to be taken at school or on the bus, including before and after school.

## Parent Volunteers

Parent involvement is welcome at Hanalei School. There are many ways to become an active participant. The listing below describes some of the ways you can be of assistance while helping not just your child, but the school at large.

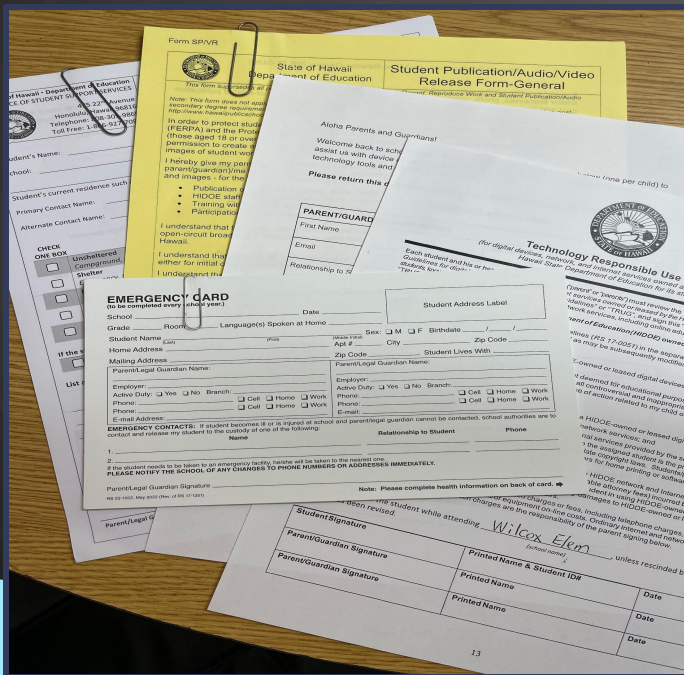
- The Hanalei PTA (Parent Teacher Association) is a wonderful way for you to be involved at the school. The PTA depends on committee leaders and helpers to successfully support Hanalei School. Please contact [info@hanaleipta.org](mailto:info@hanaleipta.org) for more information.
- The Hanalei SCC (School Community Council) is another way to become involved.
- Check with your classroom teacher to see how you can assist with your child's class. Sometimes, helping at home to assemble kits, or pre-cut materials can be a huge help.



## Hanalei Bridge School Closure due to Flooding

- School closure is determined by the Department of Education.
- Parents are encouraged to use their judgment whether or not to keep their child at home during uncertain weather conditions.
- School closures and important notifications will be posted at:
  - School website: [www.hanalei.k12.hi.us](http://www.hanalei.k12.hi.us)
  - Hanalei School Instagram: [hanalei.school](https://www.instagram.com/hanalei.school)
- School Messenger automated messaging will be generated to all parents/guardians in the event of an evacuation or closure during school hours. Please make sure that your information is updated in the office.
- IF the river begins to rise while school is in session, school emergency plans will be carried out in accordance with information indicated on the student's Emergency Closing of School Form. Please keep your information updated with the office.
- Please do not come to the school to pick up your child if you indicated on the form that you will pick them up at the Princeville Evacuation Location (Princeville Public Library). The school will be in the middle of implementing emergency closing procedures, and taking time to alter plans for individual students can cause significant delays in evacuating all students in a timely manner. Princeville side students can be picked up at the Princeville Public Library following a school evacuation.
- Families in the Hanalei, Wainiha and Hā'ena areas should pick up their students in the school cafeteria following a school closure. There is no bus service to this area for school evacuations and closure.

# Important Forms:



- Please have your child return all necessary forms from their packet.
- Ensure all your contact information is current.
- Make sure to sign the documents where your signature is required.

• Mahalo for being a part of  
our Hanalei School 'Ohana!

abc

