

ILIMA INTERMEDIATE SCHOOL
 91-884 Fort Weaver Road
 Ewa Beach, Hawaii 96706
 Phone: (808) 687-9300 Fax: (808) 689-1258

2025-2026 Parent/Student Handbook and Planner

Name: _____ HR/ADV: _____ Grade: _____

Vice Principal: _____ Counselor: _____

CLASS SCHEDULE			
SEMESTER 1			
Period	Subject	Teacher	Room
1			
2			
3			
4			
5			
6			

CLASS SCHEDULE			
SEMESTER 2			
Period	Subject	Teacher	Room
1			
2			
3			
4			
5			
6			

Please be aware that **this handbook will be updated annually. Changes in policy that affect the student handbook provisions during the school year will be sent via newsletters and other communications to students and parent

Continuous Notice of Non-Discrimination

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

ADA/Section504 Inquiries: Krysti Sukita, ADA/504 Specialist; Title VI, Title IX, and other inquiries; Beth Schimmelfennig, Director;
 Civil Rights Compliance Office, Hawaii State Department of Education;

PO Box 2360, Honolulu, Hawaii 96804, (808)829-7100 or realy, croc@k12.hi.us

The Successful Middle School: This We Believe

Essential Attributes

AMLE affirms that an education for young adolescents must be:

Responsive

Using the distinctive nature and identities of young adolescents as the foundation upon which all decisions about school are made.

Challenging

Cultivating high expectations and advancing learning for every member of the school community.

Empowering

Facilitating environments in which students take responsibility for their own learning and contribute positively to the world around them.

Equitable

Providing socially just learning opportunities and environments for every student.

Engaging

Fostering a learning atmosphere that is relevant, participatory, and motivating for all learners.



From *The Successful Middle School: This We Believe*, published by the Association for Middle Level Education. Build your own professional development plan with the Successful Middle School program.

Visit amle.org/sms

Characteristics

Successful middle schools exhibit the following 18 characteristics:



Culture and Community

- Educators respect and value young adolescents.
- The school environment is welcoming, inclusive, and affirming for all.
- Every student's academic and personal development is guided by an adult advocate.
- School safety is addressed proactively, justly, and thoughtfully.
- Comprehensive counseling and support services meet the needs of young adolescents.
- The school engages families as valued partners.
- The school collaborates with community and business partners.



Curriculum, Instruction, and Assessment

- Educators are specifically prepared to teach young adolescents and possess a depth of understanding in the content areas they teach.
- Curriculum is challenging, exploratory, integrative, and diverse.
- Health, wellness, and social-emotional competence are supported in curricula, school-wide programs, and related policies.
- Instruction fosters learning that is active, purposeful, and democratic.
- Varied and ongoing assessments advance learning as well as measure it.



Leadership and Organization

- A shared vision developed by all stakeholders guides every decision.
- Policies and practices are student-centered, unbiased, and fairly implemented.
- Leaders are committed to and knowledgeable about young adolescents, equitable practices, and educational research.
- Leaders demonstrate courage and collaboration.
- Professional learning for all staff is relevant, long term, and job embedded.
- Organizational structures foster purposeful learning and meaningful relationships.

OUR WORK

OUR WHY

OUR VALUES

I
Royales

BELIEVE

OUR ILIMA INTERMEDIATE !!!



PRINCIPAL'S MESSAGE

Ilima Intermediate School is thrilled to welcome you to the 2025-2026 school year! As we embark on this new journey together, we invite all families to be active partners in their child's growth and success. Guided by our school's vision, Pupukahi I Holomua—Moving Forward Together—we are committed to fostering an environment where students develop academically, socially, and emotionally, preparing them for the transitions ahead.

The Middle Years are a pivotal time in adolescent development, bridging the transition from elementary to high school. At Ilima, we strive to equip our students not only with strong academic foundations but also with essential life and career-ready skills. Through meaningful learning experiences, we nurture the whole child, ensuring they are prepared to take on future challenges with confidence, resilience, and a growth mindset. Our focus on collaboration between home and school creates a supportive network that empowers students to thrive in their educational journey and beyond.

To ensure a successful start to the school year, we ask all families to review the Parent-Student Handbook together. This resource provides important information about our school's expectations, policies, and available support. A shared understanding of these guidelines strengthens our ability to work together in fostering student success.

Please do not hesitate to reach out with any questions at (808) 687-9300. We appreciate your partnership and look forward to working alongside you to make a lasting impact in your child's education and future.

Shayne Greenland
Principal

OUR SCHOOL VISION

Pupukahi I Holomua – Moving Forward Together

Ilima's school community will journey together by persevering through life's challenges and striving toward success.

Ideally, Ilima Intermediate School is a dynamic community of supportive, enthusiastic individuals who care for each other and their environment and a community that fosters a love for life-long learning.

OUR MISSION STATEMENT

Through compassion, collaboration, and resiliency, Ilima Intermediate will inspire lifelong learners and nurture the whole child.

OUR SCHOOL MOTTO

Ilima Royales Believe – Commitment to Excellence.

OUR BELIEFS

- The school climate is characterized through caring and supportive teachers and a support staff that enhances student achievement.
- Ilima Intermediate fosters a learning environment conducive to meeting the unique needs of our developing adolescents.
- Teachers promote enthusiasm in learning through a variety of methods to meet the needs of the early adolescent.
- The curriculum incorporates a variety of course offerings and instructional methods, interdisciplinary studies, and updated resources and materials.
- Effective leaders express a vision, are supportive, communicate openly and share in decision-making.



COMMUNITY BACKGROUND

The student population of Ilima Intermediate School is representative of the diverse communities of the Ewa Plains. First, there are students from “well-rooted” families of the community who represent a wide variety of ethnic, cultural and economic backgrounds. Second, there are some military dependents whose enrollment in the Campbell Complex schools last from two to five years. Third, there are a growing number of students from families who have immigrated to Hawaii from the Philippines, Asia and the South Pacific area including Micronesia.

This heterogeneous community requires that school programs, activities, teaching strategies and perspectives be flexible and diverse to meet the needs of all students. All students can learn; therefore, Ilima Intermediate will provide a caring yet academically rigorous learning environment for all students so that they may develop and grow.

SCHOOL HISTORY

Ilima Intermediate School serves around 740 students spanning grades seven and eight, situated within the Leeward School District on Oahu. The feeder elementary schools are Holomua, Iroquois Point, Kaimiloa, and Pohakea, with students progressing to James Campbell High School upon completion.

Initially named Wailani Intermediate and High School, the institution underwent several transformations, transitioning into Ewa Beach Intermediate and High School before becoming Campbell High and Intermediate Schools. Its current location dates back to the 1962-63 school year. In 1969-70, Campbell High School and Ilima Intermediate School were established as distinct public secondary schools, with Campbell High subsequently relocating to its present site on North Road.

The school's moniker, "Ilima Royales," pays homage to the Ilima blossom, emblematic of Hawaiian royalty and once abundant in the area.

Educational activities and administrative functions are housed in 14 permanent structures and six portable classrooms. The adult staff comprises approximately 100 individuals, including teachers, aides, custodians, cafeteria personnel, security personnel, clerical staff, and administrators. The annual turnover rate among students stands at 10%, primarily due to military dependent transfers out-of-state.

ILIMA'S ALMA MATER

Lyrics by Adrienne Felmet & Madeline Igawa Music by Wallace Kumura

O `Ilima blossom rare, the symbol of our school.
We pledge our loyalty to thee; Our Alma Mater hail!
Let us work and strive for peace, together hand in hand.
So raise our voices loud and strong, All hail `Ilima hail!

Let us work and strive for peace, together hand in hand.
So raise our voices loud and strong, All hail `Ilima hail!

**SCHOOL PERSONNEL WHO CAN ASSIST YOU AND YOUR CHILD
AND
PROCEDURES AND POLICIES**

Administrators

Principal	Mr. Shayne Greenland		Ph. (808) 687-9306
Vice-Principal	Mr. Elson Barba	8 th Grade	Ph. (808) 687-9309
Vice-Principal	Ms. Kerri Fukuda	7 th Grade	Ph. (808) 687-9307

The principal is in charge of the school and its programs, operations and activities. The principal and vice-principals are here to help with any problems or concerns that may arise. If you feel you need to meet with one of them personally, arrange for a conference by calling one of the numbers listed above.

Attendance Clerk

Mrs. Sue Halmos	Ph. (808) 687 - 9305
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The school attendance clerk keeps daily attendance records, issues tardy slips, re-admittance slips and assists the school in monitoring student attendance.

Attendance Procedures

Ilima Intermediate is part of the Honolulu Police Department’s Weed and Seed Program. Therefore, we have a Zero-Tolerance (ZT) policy on tardiness and non-attendance. Implementation of such procedures will reinforce the ZT policy and emphasize the importance of learning. Parents will be notified by an automated calling system. Please make sure your contact information is updated with our Registrar.

Chronic Absenteeism is defined by the Hawaii DOE as 15 or more absences (excused or unexcused) in a school year. Attendance strongly affects standardized test scores, graduation and drop-out rates. Chronic absenteeism is detrimental to students’ educational success. Students need to attend school regularly to succeed. Excessive tardies also can have a profound impact on a student’s progress.

The Hawaii Statute for School Attendance holds parents/legal guardians responsible for making sure their child attends school. Fines up to \$1000 may be levied by the court system. Family Court Truancy petitions may be filed for students with chronic unexcused absences. Please call your child’s counselor or administrator if there are any concerns regarding your child’s attendance.

❖ **Student Absences**

- A note from a parent or guardian must accompany a student who is absent for any reason upon his/her return to school.
- The note must give your child’s full name, date of absence and a reason for the absence. The parent or guardian must sign the note. Please make sure the note is legible. If a note is not provided the absence will be considered unexcused (truant) and school level consequences will be given. Provide a doctor’s note if absence is five(5) days or longer.
- A returning student must see the Attendance Clerk for a re-admittance slip that is taken to each of the student’s teachers and then returned to the Clerk.

❖ **Tardy Students**

- Any student coming to school after the 7:55 am tardy bell will go directly to class unless tardy is excused.
- An excused tardy will require a note from the parent/guardian with the date, the child’s name, the reason for being tardy OR the parent/guardian may come into the office to sign the child into school.
- Office personnel will issue students a tardy pass for excused tardies.

❖ **Further Attendance information will be distributed at the beginning of the school year.**

❖ **Extended Absences**

- Parents taking their child(ren) out of school for more than 10 consecutive school days must submit a note to the school principal for approval, stating the reason, length of time, and return dates.
- During these types of extended absences (10 or more days) parents should strongly consider withdrawing their child from school and re enrolling upon return.
- When a child is withdrawn from school, missed work will not be counted against their overall grade.

Counselors

Mrs. Leigh-Ann Casuga	Team 7-1	Team 8-1	Ph. (808) 687-9314
Mr. Jerwin Descallar	Team 7-2	Team 8-2	Ph. (808) 687-9388
Mr. Matthew Kino	Team 7-3	Team 8-3	Ph. (808) 687-9415

The counselors will confer with you on any problem having to do with your child's schoolwork, course selections, group or social problems, occupational information, or any problems of a personal nature. Their office is located on the left side of the administration building, nearest the driveway.

Students may come to the counseling office to sign in when they wish to make an appointment to see and speak to their counselor. In case of an emergency, students should see an administrator.

Parents may call the school for an appointment to meet with the student's counselor. Upon request, counselors will also arrange conferences to meet with teachers.

Transgender students should talk with their counselor if they have questions or concerns about support for their own gender identity, including name, pronouns, gender expression, use of facilities, or participation in sex-segregated activities.

Health Aide and Health Room Regulations

Mrs. Candice McLinn	Ph. (808) 687-9310
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The School Health Assistant provides first aid care to all students each day from 8:00 a.m. until the end of the school day and assists students with minor illnesses and injuries. The health room is located on the left side of the administration building.

If a student becomes ill during the day, the student is to obtain a health pass from the teacher and report to the health room. Parents will be contacted if the situation warrants their immediate attention. Students **may not** call parents directly from a classroom phone or a cell phone to pick them up from school because they are ill.

State law requires a physical examination for all students entering the Hawaii school system. A current TB test is required upon registration in any school in the State of Hawaii. A current skin test is one that is not more than a year old. A Form 14 (Health Records) must be completed and returned to the school. Your physician will provide you with a DOE Form 14; blank copies are also available from the Health Room. Seventh (7th) grade students are required to have a current physical exam and the following immunizations to attend public schools in Hawaii:

5 DTAP	2 MMR
4 Polio	1 or 2 Varicella
3 Hepatitis B	2 HPV
1 Tdap	1 MCV

If these requirements are not completed, the student will be denied further attendance at school (Hawaii Administrative Rules 302A-1162). Students participating in inter school athletic activities must have a current physical examination. ALL students are **required** to have a current and active emergency card on file in the health room. The School Health Assistant also informs parents of a student's need to see a doctor/dentist by sending home an official DOE form. For the safety of all students on campus, students should not carry ANY medication to school. This includes but not limited to pain medications or antibiotics. If a student needs to carry emergency rescue medications such as epinephrine, inhalers, and glucagon the appropriate forms must be obtained and approved by the Public Health Nurse. The School Health Assistant will not administer medication without appropriate authorization from the student's doctor (forms available in the Health Room). The School Health Assistant does not treat ongoing medical problems without a request/authorization from the student's doctor.

Honor Roll

In order to qualify for Honor Roll a student MUST meet all 3 areas:

1. Student's GPA that quarter is
 - 3.5 – Honor Roll

- 3.6 – 3.8 – Principal’s List
 - 4.0 – Distinguished Principal’s List
2. Student's grades for core classes and electives must be As, Bs, and Cs. NO Ds or Fs for ANY class.
 3. Student received a Satisfactory (S) for Advisory

Library Media Center

Visit: <https://sites.google.com/k12.hi.us/ilimamediacycenter/Library>

Library Media Center	Ph. (808) 687-9385
Mrs. Erin Kato	Ph. (808) 687-9392

The vision of Ilima's Media Center is to provide a quiet and conducive learning environment that supports our 21st century learners. Books, computers, and other resources are available for students to utilize. Students must have their Student IDs and TRUF (Technology Responsible Use Form) signed in order to utilize any of the technology on campus. An orientation is given at the beginning of the school year to familiarize students with the procedures and resources available to them. Hours of operation are Monday, Tuesday, Thursday, Friday from 7:30am–2:45pm; Wednesday 7:30am-1:55pm.

Students may utilize our eRead system by going to: <http://hidoe.lib.overdrive.com>. Students may also borrow printed materials and non-printed materials. Misuse of the facility or materials may result in the suspension of borrowing privileges. Books may be borrowed for two week periods and special reserve books may be kept for three days. A borrower must have their Student ID. Books placed on reserve by a teacher for student use and reference materials can only be used in the library. **Unpaid book fees for lost, damaged or unreturned books will result in student non-participation in school extra-curricular activities.**

Office Staff

Main Office	(808) 687-9300	Follow Prompts
Attendance	Mrs. Sue Halmos	(808) 687-9305
Lunch Accounts	Ms. Shirley Hoopai	(808) 687-9390
Secretary	Mrs. Traci Enhada	(808) 687-9303

The Front Office is open from 7:30 am until 4:00 pm daily. The staff provides assistance to students, parents, and the public. Some of the services provided by the front office are transportation, loaner uniforms, attendance, registration, lunch accounts, directing to other departments, scheduling meetings, locating / signing out students, answering questions, and financial obligations. Ultimately, the Front Office staff at Ilima Intermediate is here to service anyone who walks through the front door. Feel free to contact the staff (listed above) if you need any assistance.

**** If you plan to drop off something for your student, it needs to be dropped off to the office. Students are not allowed to go to the parking lot.**

Registrar/Registration

Mr. Brian Lynch	(808) 687-9312
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The registrar at Ilima is tasked with being the gatekeeper to all cumulative files, enrolling and withdrawing students and for maintaining all cumulative folders and electronic transcripts. The registrar monitors completion of enrolling documents which are required for students enrolling in a Hawaii public school. For students withdrawing from Ilima, there is a set protocol which the registrar oversees to ensure that exiting students receive their withdrawal grades as well as a withdrawal packet for their new school. Anything dealing with student movement, records, grades, or test scores will most likely have some relation to the registrar's role at Ilima.

❖ **Release & Request for Records**

- Students transferring out of Ilima Intermediate will need to complete an “Intent to Withdraw” form found in the administration office.
- Parents must notify the school office at least two weeks prior to the date of release.
- Releases will **NOT** be requested by phone but can be done in person with parent signature and ID or via email requiring a copy of parent ID.
- All books and/or school properties are returned and all fees and obligations are paid before checking out.
- Records should be ready for pickup on your child's last day of school unless one of the office staff informs you otherwise.

❖ **Change of Address or Phone Number or Guardianship**

- A Demographic Change Form must be submitted for any changes in home/cell phone numbers, addresses or contact person(s).
- The form is available at the main office.
- Address changes must be accompanied by proof of residency (i.e. utility bill).

School Meal Program

Ms. Shirley Hoopai	(808) 687-9390
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Breakfast is provided from 7:30am through 7:50am for \$1.10. Hot lunches with a carton of milk are available for \$2.50 during lunch period. Lunch loans are not available. Students **may not** share lunches or eat off another student’s plate! Students are not allowed off campus during lunch. Students may bring home lunch and eat in the cafeteria. Except for bottled water, all food and drink must be consumed in the cafeteria.

❖ **Meal Prices for 2025 - 2026 School Year**

Student breakfast (full price)	\$1.10	Student lunch (full price)	\$2.50
Student breakfast (reduced price)	\$0.30	Student lunch (reduced price)	\$0.40
Adult breakfast	\$2.40	Adult lunch OR Second lunch	\$5.50

❖ **Free and Reduced Lunch Application**

- Must be submitted online every year.
- Applications are available at ezmealapp.com. All households are encouraged to apply for reduced/free priced meals. The USDA publishes qualifying income guidelines each school year.
- All households applying for bus transportation will also need to submit an online lunch application.
- Households **MUST REAPPLY** yearly and a determination will be made each year.
- The School Food Services verifies all incomes.
- Applications must be done online in order to pick up your student’s schedule. Proof of online application confirmation must be shown at time of schedule pick up.
- Students who were qualified for free or reduced meals in May of the previous school year will qualify for free or reduced meals until the second week of September.
- If an online application is not done, students will be expected to pay the standard rates for breakfast (\$1.10) and lunch (\$2.50) until their NEW applications have been processed.

❖ **Returning Students to Ilima Intermediate**

- Your child’s meal status will continue for the first 10 school days of this school year.

❖ **New Students to Ilima Intermediate**

- Meals will be full price (\$2.50 for lunch, \$1.10 for breakfast) until the application is processed and your child qualifies for reduced/free meals. (Feeder schools – Holomua, Iroquois Point, Kaimiloa and Pohakea 6th grade lunch lists will be used for the first ten days only.)
- Once the completed application has been received, in accordance with the USDA guidelines, a determination will be made within 10 working days on whether your household qualifies for reduced price meals, free meals, or is denied the benefit. The determination is based on the published USDA’s income guidelines. A Notice of Determination will be sent home with your child, notifying you of your child’s status and its effective date.

❖ **Lunch Card System**

- An individual meal account is automatically opened for every child who is enrolled at Ilima Intermediate School.
- The account is like a checking account. You/your child will make deposits to the account. Meals will be purchased with these funds.
- Deposits are made through ezschoolpay.com. This is a secured on-line system that allows you to make payments to your child’s meal account (FEES APPLY), set low balance alerts, and review your child’s transaction history. In order to use this system, you will need your child’s school ID number (10 digits) which can be found on your child’s report card.

- **No loans are available and IDs are required to purchase meals.**
- Students who qualify for Free and Reduced Meals must have monies in their account in order to purchase Ala Carte items.
- One lunch waiver per month can be extended to a student who has forgotten his/her ID. Students who forget their ID will report to the Time-Out section in the courtyard at recess. The VPs will then issue the waiver. Waivers are not issued to accounts that do not have a balance.

Cafeteria Rules

Students must dispose of lunch trays and uneaten food in appropriate receptacles. All lunches and all other food, with the exception of bottled water and bagged cookies, must be consumed in the cafeteria. Students not eating must leave the cafeteria.

Lunch Duty

Lunch duty is a privilege; students are selected by their teacher. For health and safety reasons students with a contagious disease or with open cuts or sores will not be permitted to work. Students shall stay in their designated work areas assigned by the cafeteria staff.

Student Activities Coordinator and Student Government

Mr. Stephen Ing	(808) 687-9325
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The Student Activities Coordinator is in charge of all activities that students participate in during the school day. These include: school ID's, school pictures, yearbook, class day, commencement ceremony, intramural activities, and athletics. All information regarding any of these types of activities can be directed to the Student Government Office in room A101.

❖ **Fees**

The Student government fee is \$20.00. The fee includes the student ID and lanyard, class fee and student government fee. In addition, fees are used to defray the cost of activities sponsored by the student government and the grade levels. The student yearbook can be purchased for \$35.00. After September 1, the cost for the yearbook is \$40.00. The purchase of a yearbook is optional. Replacement student planners cost \$10.00.

❖ **ID**

Your child will automatically be issued a plastic bar-coded card (like a debit card) with his/her name and a bar-coded account number (student ID card.) There is NO cost for the first card. The cost of a replacement for lost, stolen, defaced, cut up or forgotten cards is \$5.00. Students are required to have a school ID and to wear it to school daily. IDs should be worn on the upper torso area, not the shirtsleeve or hem. Cards can be replaced in room A 101.

❖ **Obligations**

Students with any financial (uniform, planners, lunch accounts, etc.) and textbook/library book obligations are not allowed to participate in extracurricular activities (i.e. school dances, 7th Grade Class Day, 8th Grade Banquet, 8th Grade Promotion Ceremony, etc.)

❖ **Student Activities**

Our Student Activities Program complements our academic program. The activities are designed to help students become well-rounded and contributing members of our community. Our goals are as follows:

- to provide opportunities for students to participate in organized and supervised extra-curricular activities,
- to develop social and interpersonal skills,
- to provide opportunities for social and cultural interchange and
- to provide opportunities for our students to serve their school and community.

❖ **Student Government**

All students enrolled at Ilima are members of the Student Government. Student representatives who are elected by their homeroom classmates represent them at student council meetings. The responsibilities of the student council representatives are as follows:

- to voice concerns of their homeroom constituents to the student leadership, who in turn will bring these concerns to the attention of the administration,

- to keep their classmates informed of upcoming activities and developments,
- to plan, organize and carry out activities chosen by the council for student body participation, and
- to serve as examples and role models to the students they represent in the areas of school spirit and pride, character and service.

❖ **Class Councils**

The 7th and 8th grade Class Councils, two separate organizations, are made up of student representatives elected by their homeroom classmates. The grade level councils operate in the same manner as the student council, except that they are involved with activities pertaining to their own grade level.

❖ **Intramurals**

During the advisory period, students may participate in physical activities (e.g. flag football, basketball, volleyball) through their homerooms. All activities are co-ed and friendly in nature with no team standings taken.

❖ **Leeward District Interschool Athletics (ISA)**

Interschool athletic activities are held during the school hours throughout the school year for both grade levels and for boys and girls. Student athletes compete against other intermediate schools in the Leeward District. The activities are as follows:

- | | | | |
|----------------|-----------|----------------|-------------|
| •Basketball | •Bowling | •Cross Country | •Dance |
| •Flag Football | •Softball | •Track | •Volleyball |

The purpose of these programs is to promote sportsmanship, fellowship and school pride. The competition is designed to provide an exposure to athletic schedules, technical knowledge and skills in team sports as well as opportunities for student participation.

Physical Examination: Physical Examinations are HIGHLY RECOMMENDED prior to participating in any of the ISA programs. This Physical Examination is different from the one required to enter school. The form must say, "Athletic Physical," and is obtained from your physician when the exam is done. The family absorbs the cost of the Physical Exam.

Eligibility and Participation: Athletes will be declared ineligible for participation in any ISA activity upon receiving a failing grade in ANY subject. Student Athletes must maintain a 2.0 GPA. Also, any unsatisfactory mark in ATTITUDE, EFFORT, and/or BEHAVIOR will result in the athlete being declared ineligible. Any athlete that quits a team for any reason will be declared ineligible for the remainder of the school year. The Student Activities Coordinator will have the final decision in determining the eligibility of any student athlete.

A student may also apply for the Honor Athlete Society by participating in multiple sports (minimum 2 in an academic year) and have cumulative grade point average of 3.6

Student Services Coordinator

Mr. Nicholas Allen	(808) 682-9308
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The Student Services Coordinator (SSC) oversees the initial and reevaluation processes for students with disabilities and students suspected of having disabilities. The SSC also helps to ensure school compliance with federal and state laws regarding students with disabilities.

Transportation

Mrs. Sue Halmos	(808) 687-9305
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Online bus applications are submitted through hi.etrition.com/busapplication. In order to submit a bus application, a lunch application must be done online at ezmealapp.com. Bus applications must be purchased through the hi.etrition.com website. Bus services are provided by Ground Transport. Any concerns regarding bus service should be directed to the State - Leeward Transportation Service Office. Phone: 687-9519; Billing and Payment: 586-0170. The Attendance Clerk can answer most of your questions about the application and payment process.

- ❖ Payment Options: *(subject to change)*
 - Quarterly Payment Plan: Four equal payments, one for each academic quarter of \$72.00; round trip or \$36.00; one way (morning OR afternoon ONLY)
Check with the office for specific quarterly payment dates.
*****NO REFUND** on ALL school bus pass purchases
******LOST bus pass fee is \$5.00.**
- ❖ Applications: (All school bus applicants (both paid and free-status riders) must apply on a quarterly basis per the schedule provided below: *see the HIDOE website for exact dates.
 - Quarter 1: July to August
 - Quarter 2: September to October
 - Quarter 3: November to January
 - Quarter 4: February to April
- ❖ Bus Rules (At the bus stop)
 - Be on time.
 - Stay off the road while waiting for the bus.
 - When there are no sidewalks, walk on the side of the road facing traffic to get to the bus stop.
 - Refrain from loud talking that may disturb nearby students.
 - Refrain from littering or defacing property at the bus stop.
 - Line up in an orderly single file and wait until the bus comes to a complete stop before attempting to board the bus.
 - Do not bring articles on the bus that may cause injury to self and to other passengers.
 - No sharing of bus passes.
- ❖ Bus Rules (On the bus)
 - Remain seated at all times especially while the bus is in motion.
 - Keep hands and heads inside the bus.
 - Refrain from loud talking.
 - Treat bus equipment as valuable furniture. Damage to seats, windows, etc. shall be paid for by the student/parent.
 - Refrain from throwing anything out of the bus window.
 - Do not eat or drink any beverages on the bus.
 - Obey the bus driver.

(Repeated infractions are reported to Administration and may result in loss of bus riding privileges)

THE CURRICULUM

General Learner Outcomes (GLOs)

The GLOs are the essential overarching goals for all grade levels in Hawaii’s public schools -- from elementary through middle to high -- and all of the academic disciplines. Every content and performance standard should support the learner's progress towards these outcomes because they enable learners to lead full and productive lives.

There are six General Learners’ Outcomes:

- ❖ **GLO #1 Self-Directed Learner** – The ability to be responsible for one’s own learning.
- ❖ **GLO #2 Community Contributor** – The understanding that it is essential for human beings to work together.
- ❖ **GLO #3 Complex Thinker** – The ability to demonstrate complex thinking and problem solving.
- ❖ **GLO #4 Quality Producer** – The ability to recognize and produce quality performance and quality products.
- ❖ **GLO #5 Effective Communicator** – The ability to communicate effectively.
- ❖ **GLO #6 Effective and Ethical User of Technology** – The ability to use a variety of technologies effectively and ethically.

Core Teams

In an effort to provide every student with the opportunity to be successful during his/her middle school years, each student has a team of core content teachers who monitor the academic progress of students by assigning tutoring, checking morning and class attendance, communicating with parents and designing programs to enhance student learning. All students are required to enroll in six classes. All students are on a Core Team that consists of English, Social Studies, Math and Science. Students are also on a Homeroom team with elective class teachers, (possibly) a Special Education teacher, and a counselor. The team of teachers coordinates classroom rules, field trips, and curriculum. The team also addresses student behavior in an effort to teach students to work hard and become responsible and successful citizens.

Advisor/Advisee Program (Homeroom/Advisory)

The advisor/advisee program provides an opportunity for students to get to know a staff member in a non-teaching capacity. The goal is to have a small group of students meet at least five (5) times per week with that staff member.

Activities for this program may include but are not limited to study skills, team building, wellness activities, sustained silent reading, goal setting, school spirit activities, accepting responsibility, monitoring progress in current classes and disciplinary follow-up. Anything that will enable students to understand themselves and the world in which they live may be included in the program.

The program may also include:

- dissemination of school news
- education about school-wide programs, policies, and assessment
- discussion of school issues, student concerns, and current events
- conferences with individual students and groups
- class meetings
- group readings and informal discussion of articles and stories
- celebrations of achievements, rites of passage, birthdays and recognition of advisory members

The advisor acting as an advocate for each student in his/her advisory should keep parents informed while counseling students of their academic progress and attendance.

The goals of the advisor/advisee program are:

1. Students will become members of a group of their peers with a caring adult.
2. Students will receive academic support and encouragement.
3. Students will develop goal-setting skills.

College & Career Readiness (Workforce Development)

Our program focuses on cultivating the essential skills of college and career readiness alongside workforce development. Through a holistic approach, we empower our students with the tools needed to succeed in both academic pursuits and future professional endeavors. By fostering critical thinking, communication, collaboration, and adaptability, we prepare our students to thrive in a rapidly evolving global landscape, ensuring they are well-equipped for success in high school, higher education and the workforce. **Employability Skills:** Arrive on time; Wear uniform shirts & in expected dress code; Come prepared with all supplies needed; Produce quality work; Meet deadlines; Be a team player; Use appropriate language; Be proactive: Stay on task, Be adaptable, Persevere, Self-Advocate, Take initiative, Be-self directed, Take advantage of opportunities to improve grades.

Required Classes for Grade Level Promotion

All 7th and 8th grade students must pass each of the grade level core classes to be promoted to the next grade level. For example, a 7th grade student must pass Math, English, Social Studies, and Science to be promoted to the 8th grade the following year.

Grade	Math	English	Social Studies	Science
7 th Grade	Required	Required	Required	Required
8 th Grade	Required	Required	Required	Required

❖ **Elective Options for 7th grade:**

- 1 year of Band = 1 credit
- 1 year of Chorus = 1 credit
- 1 year of Leadership = 1 credit (need to apply and be accepted)
- 1 sem College and Career Readiness = .5 credits (REQUIRED for all 7th graders)
- 1 sem Ag Tech = .5 credits
- 1 sem Computers = .5 credits
- 1 sem Design and Modeling = .5 credits
- 1 sem Speech and Debate = .5 credits
- 1 sem Ukulele = .5 credits
- 1 sem Family and Consumer Science = .5 credits
- 1 sem Art = .5 credits
- 1 sem PE/Health = .5 credits

❖ **Elective Options for 8th grade**

- 1 year of Band/Concert Band = 1 credit
- 1 year of Chorus/Intermediate Chorus = 1 credit
- 1 year of Leadership = 1 credit (need to apply and be accepted)
- 1 sem Ag Tech = .5 credits
- 1 sem Computers = .5 credits
- 1 sem Design and Modeling = .5 credits
- 1 sem Speech and Debate = .5 credits
- 1 sem Financial Literacy = .5 credits
- 1 sem Family and Consumer Science = .5 credits
- 1 sem Media = .5 credits
- 1 sem PE/Health = .5 credits

8th Grade Promotion Ceremony “Graduation” Requirements *(School Policy)*

Ilima Intermediate School students must receive an academic unit for each of the four (4) core content courses, a combination of two (2) academic credits for elective courses and satisfactorily (S) complete advisory requirements in both 7th & 8th grade for participation in the Ilima Intermediate School “8th Grade Promotion Ceremony”.

***Students suspended during Quarter 4 will be ineligible to participate in the promotion ceremony.**

Supplies

Student Planners are required for all students and are part of the Student Dress Policy. Replacement planners are sold in A101 for \$10.00. Students should report on the first day of school with pencils, pens, and paper to take notes. The following supplies are needed for all classes:

● 3 ring binder	● Index dividers	● Wired earbuds	● Filler paper
● Ruler	● Pencils	● Blue/Black Pen(s)	● Highlighters (pink, yellow, green)

Teachers will inform students on the first day of school if additional supplies and materials are needed. Students who have **Physical Education (PE)** shall purchase uniforms through our vendor online, www.kulathreads.com for \$16.00 (shorts-\$9.00, shirts-\$7.00). In lieu of the P.E. uniform, students may use black shorts and solid colored t-shirts as approved by the P.E. Department.

Band students must furnish their own mouthpieces (See Band section).

SCHOOL PROGRAMS

I-Ready

I-Ready is an online program for reading and mathematics that will help your child's teacher(s) determine your child's needs, personalize their learning, and monitor progress throughout the school year. I-Ready allows your teacher(s) to meet your child exactly where they are and provides data to increase your child's learning gains. I-Ready consists of two parts:

- **Diagnostic** provides individualized student information to the teacher in order to better support your child's needs in the classroom.
- **Instructional** components provide students with lessons based on their skill level and needs, so your child can learn at a pace that is just right for them.

The I-Ready program will be utilized during class time as well as the student's advisory block.

UPLINK (After School Program)

Mr. Stephen Ing	(808) 687-9325
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UPLINK - *United Peer Learning Integrating New Knowledge* - is an after school program which offers a variety of activities to students as well as tutoring. It is held every day from 2:00 p.m. - 5:00 p.m. **Study Hall and Homework Help is a required component of the Uplink Program and is held everyday from 2:00 p.m. - 3:15 p.m. before attending any optional class/program.**

This FREE opportunity is funded by a grant from the Lt. Governor's Office, the Department of Human Services, and the Temporary Aid for Needy Families (TANF) federal program. UPLINK is an enrichment program that works to teach students new skills and activities while assisting them academically as well. All students should be registered as UPLINK students to further support the program. Being registered as an UPLINK student does not mean that they are enrolled in our after-school program; it means that they have the benefit of services and equipment use funded through the UPLINK grant. Transportation must be provided by parents/guardians.

Activities vary each year and may include . . . Building & Construction, Drama, Dance (Competitive & Beginning), Drones & Robotics, e-Sports, Fishing, National Junior Honor Society, Gender Sexuality Alliance, Yearbook and Athletics (Cross Country, Flag Football, Softball, Volleyball, Basketball, Track, Soccer, Bowling, Dance)

National Junior Honor Society Program (NJHS)

Mr. Randall Shinn	(808) 687-9356
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The National Junior Honor Society (NJHS) Program is a prestigious organization that recognizes students who excel in scholarship, leadership, service, character, and citizenship. Our NJHS members actively engage in various service projects, leadership development activities, and academic pursuits to make a positive impact within our school and local community. Through NJHS, students have the opportunity to foster meaningful relationships, cultivate essential skills, and contribute to a culture of excellence at Ilima Intermediate School.

Gifted and Talented Program (GT)

Mr. Evan Song	(808) 687-9341
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The Gifted and Talented Program provides high quality education in a dynamic, supportive learning environment and to develop the knowledge, skills and attitudes necessary to enable the gifted and talented learners to lead productive, fulfilling, and socially responsible lives in a diverse and changing world.

No student is identified simply because of a high academic average. Giftedness consists of an interaction of three basic clusters of human traits: (1) above average ability, (2) high creativity ability, and (3) high task commitment. Students who manifest themselves or are capable of developing an interaction of these clusters require a variety of educational traits and services.

BAND/CHOIR (Music Department)

Mr. Richard Akamine	(808) 687-9342
Mrs. Elizabeth Baker	(808) 687-9410

Students joining band will be required to purchase specific books and supplies for their chosen instrument. These supplies are items that need to be replaced frequently (reeds) and/or used as a mouthpiece. Due to hygienic reasons, sharing supplies is not recommended. Students who cannot purchase these supplies should talk to the Band Director; funding may be available to supplement the cost of the supplies. These requests will be handled on a case by case basis.

Band/Music Uniform:

- All Band/Music students will need to purchase a Music Department Polo Shirt for concerts. The cost of the shirt is \$15.00.
- Long black pants or dark jeans (no rips)
- Black socks/shoes or black sandals

English Language Learner (ELL) Program

Mrs. Leslie Doon	(808) 687-9389
Mrs. Elaine Morrell	(808) 687-9358

ELL is a supplemental educational opportunity for students whose native language is not English. The program supports students who have varying levels of English Language proficiency. The goal is to provide support in English language skill development in reading, writing, and oral communication. We have three (3) part-time tutors who can provide your child with support in his/her core classes (Math, English, Science & Social Studies). Support includes: in-classroom assistance, tutorial sessions and basic skill development to meet the individual needs of the ELL student.

HOMEWORK POLICY

Chapter 23 of the DOE’s Administrative Rules states: Teachers shall assign homework to students as may be required by the educational needs of each student.

Homework should be interpreted as an extension of what is being done in the classroom. Students should have a clear understanding of what they are to do and, if possible, should have started the activity during school hours. It should be interesting and challenging to the students.

Students need feedback from teachers on all homework assignments turned in. Feedback should be timely and appropriate to the activity required by the teacher.

❖ **Teacher**

- Believes that homework helps a student review and reinforce concepts already learned.
- Student(s) learning styles are taken into account when assigning homework. The teacher makes sure that the student understands the assignment.
- Student needs and interests are recognized. Teacher emphasizes quality not quantity.
- Teacher consistently extends and/or further develops what is being done in the classroom.
- Teacher considers practical and relevant assignments that enable the student to transfer skills to other problem-solving activities.
- Teacher recognizes how much a student can do after an absence.
- Teacher informs the student when homework is delinquent and what assignments have not been completed.
- Teacher encourages students to explore appropriate activities such as television shows, radio programs, movies, books, and/or magazines that add other dimensions to an assignment.

❖ **Student**

- Doing homework is your responsibility; schedule your time; secure a regular place to study.
- Write your assignments in your student planner. Keep it in your “main” folder. Take home the books.
- If you do not understand the assignment, ask your teacher for assistance.
- Do your own work and do not copy from others. Do not ask your parents or others to do your work.
- When absent, use your initiative to ask for back work and explanations of assignments; request more time if it is needed.
- Work things out with your parents about reference books or library materials you might need from the community library.
- Pace yourself on a long-term project and be sure to follow the teacher’s timeline.
- Budget your time so that you have enough time to do homework, chores, sports, clubs, etc., as well as have a good night’s rest.
- If you truly don’t have homework, read a book for pleasure.

❖ **Parents/Guardians**

- Provide conditions for study: adequate time, space, supplies, and reference materials.
- Help students to have a regular study time and time to get enough sleep.
- Praise and encourage students.
- Do not do the work for the student.
- Observe if a student is anxious. If the homework is consistently difficult or is of an undue quantity, discuss it with the teacher.
- To improve performance in school, students need to do homework, review lessons, read books and periodicals, participate in extracurricular activities, have hobbies and some time to play.
- Be sure the student is prepared each day for school: good breakfast, appropriate clothing and footwear, holder for homework, necessary notes for illnesses, field trip forms signed, etc.
- Call the attendance office (ph: 687-9300 X 79305) to report absences and send written excuse notes within three (3) "class" days of the absence.

HOMEWORK REQUESTS

Make up work for confirmed absences will be given only after the 3rd day of absence. For two (2) days or less, students can receive makeup work from their teachers upon their return to class.

GENERAL INFORMATION

ACCREDITATION

In March 2020, an accreditation review committee from the Accrediting Commission for Schools, Western Association of Schools and Colleges (WASC), conducted a visit to Ilima Intermediate. Following the visit, Ilima Intermediate was granted a Six-Year Accreditation Status, requiring a Mid-Cycle Progress Report and a One-Day Visit in 2023. Our next accreditation review is scheduled for April 2026.

ASBESTOS MANAGEMENT PLAN

The school's Asbestos Management Plan may be reviewed in the school office. Please contact the vice principal for information.

CAMPUS WATER POLLUTION PREVENTION PROGRAM

Our school has a storm water management plan that is available for review at the front office. It is part of the federal Government's effort to keep our streams and oceans clean and eliminate pollution discharge.

The Water Pollution Prevention Program for this school is detailed in the [NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM \(NPDES\) Individual Permit Coverage, Discharges of Storm Water and Certain Non-storm Water from Small Municipal Separate Storm Sewer Systems \(MS4\)](#), an engineering report prepared for this school and available for review upon request of the Administration.

DAILY BULLETINS

Morning bulletins, special announcements and programs are broadcast throughout the campus via YOUTUBE. You can find our channel @ Ilima Student Activities on Youtube. Every broadcast is saved and available to be watched at your best time.

COMPLAINTS BY STUDENTS/PARENTS

Usually, student or parent complaints or concerns can be addressed simply – by a phone call or a conference with the teacher. For those complaints and concerns that cannot be handled so easily, the State Department of Education has adopted a standard complaint policy. In general, a parent or student should first discuss the complaint with the school principal. If unresolved, a written complaint and a request for a conference should be made to the Complex Area Superintendent. If still unresolved, the district provides for the complaint to be presented to the State Superintendent. The purpose of this policy is to secure a prompt and equitable resolution of the student or parent complaint at the lowest possible administrative level. All student or parent complaints shall be presented in accordance with the following policy:

1. Conference with teacher.
2. Conference with school principal/vice principal.
3. Conference with Complex Area Superintendent
4. Conference with the State Superintendent.

CONTRABAND ITEMS

Examples of contraband items include but are not limited to the following:

- Aerosol products
- Dice
- Earphones / Headphones / Earbuds (see note under “Electronic and Other Valuable Items” below)
- Frosting/icing
- Glitter (if used for a class project, must remain in the student’s backpack during non-class time).
- Heelys (shoes with wheels)
- Lasers (of any size)
- Lighters
- Matches
- Noise makers (air horns, clappers, whistles, toy megaphones)
- Playing cards
- Pogs/milk caps
- Poppers (fireworks)
- Roller blades
- Silly string/Silly Putty/Slime/gooey substances
- Speakers
- Toy weapons (swords and sharp objects)
- Vaping Devices
- Water guns and spray bottles

PLAGIARISM & CHEATING

Plagiarism and cheating are forms of academic dishonesty that are strictly prohibited in our school. Plagiarism involves using someone else's work as one's own, which is unacceptable. Students are expected to adhere to standards-based grading, and instances of plagiarism will result in retaking assessments or completing assignments. Examples of academic dishonesty include cheating on assessments, copying assignments, falsifying data, unauthorized collaborations, and forging signatures. Those found engaging in deliberate dishonesty may face disciplinary actions such as verbal reprimands, detention, suspension, loss of academic or extracurricular privileges, referral to counselors or administrators with possible involvement of parents or guardians.

EARLY ARRIVAL ON CAMPUS

Due to lack of supervision on campus in the early morning hours, parents are encouraged to drop their children off after 7:00 am. Once on campus, students should remain in the courtyard until 7:50 when the first bell rings.

ELECTRONIC & OTHER VALUABLE ITEMS

It is recommended that cell phones, electronic gaming devices, and other valuable items be left at home. If students decide to bring these items on campus it is their responsibility to keep these personal items secured.

- Skateboards may be ridden to school, but must not be used on campus. Skateboards are to remain in the owner’s possession the entire day.
- Bikes may be ridden to school, but ***may not be ridden on campus***. Students must walk their bikes from the front driveway if arriving from Ft. Weaver Road and from the back courtyard or building sidewalks if arriving from the “Trails” area. Bikes must be parked and locked in one of two parking areas: next to the library/Media Center on the bicycle racks or in the locked stairwell areas (Building A, B and E). Stairwell areas are locked at approximately 7:45am and unlocked when school ends.
- Students who are caught riding their skateboard, bicycle or scooter on campus will serve lunch detention.

Note: Cell phones/earphones/earbuds/headphones may be used on campus before school, recess, lunch, and after school. A cell phone and/or any of the listed listening devices may be confiscated if they are seen or heard in the classroom and permission to use the items have not been given by the teacher nor administrator.

EMERGENCY PROCEDURES

Fire drills, lockdown, Shelter-in-Place, and school-wide campus evacuations are practiced regularly and Emergency Procedures are reviewed annually.

Should an emergency situation warrant a school-wide evacuation, students and staff would move to the primary evacuation site. If this first site were not appropriate or available, then we would move to our secondary site. Parents will be notified of the exact location at the time of the emergency.

- ❖ Communication: Ilima uses the Synrevoice Mass Messaging System that relays a message to any phone number that is on file. For this reason, **it is absolutely necessary that Emergency Card phone numbers be current.** Additionally, emergency messages would be relayed to radio stations to broadcast.
- ❖ Pick-Up Procedures:
 - When an emergency concludes and we are given the “all clear” by first-responders (such as the Honolulu Police Department or the Fire Department), students who usually walk or ride a bike or skateboard will be released first.
 - Students who ride the school bus will be moved to the cafeteria and called for when their bus arrives.
 - Students who are picked up by their parents will be moved to the cafeteria until the parent checks in with the office. Office staff, custodians, security and administrators will work together to ensure that students are safely released to their parents.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

School personnel may not release information from a student’s education records (SPED file, confidential records, emergency information, etc) without prior consent from parent/guardian. This does not include our yearbook. If you wish to exclude having your child’s photo in the school’s yearbook, inform the school administration during yearbook picture taking time.

LEAVING CAMPUS DURING THE DAY

Students leaving the campus during the school day for personal business must present a note to the office **ON THE MORNING OF THEIR LEAVE AND BEFORE CLASSES BEGIN.** A parent or legal guardian over 18 years of age **MUST** sign the student out at the office before leaving campus.

LEAVING PHONE MESSAGES FOR STUDENTS

Please **do not call or text** your child on his/her cell phone during the school day. Cell phones are contraband. Phone/text messages disrupt classroom activities and the teaching and learning process. Call the school office at 687-9300 to contact your child. Messages will be delivered to students only in cases of extreme emergency. Make arrangements **before your child leaves for school** regarding after-school activities, alternate plans in the event of sudden emergencies (hurricane, tidal wave, power outages, etc.), spare key hideaways, unexpected early dismissal from school, and alternate plans for supervision when school is out.

PROGRESS REPORTS AND REPORT CARDS

During the sixth (6th) week of each quarter all students are given a progress report for each of their classes. Students are responsible to share it with their parents. Report cards for quarters 1, 2, and 3 are given to students to share with their parents approximately 5 days after the beginning of the new quarter. Report cards for the 4th quarter are mailed home approximately one (1) week after the end of school.

VISITING OTHER SCHOOL CAMPUSES

Ilima students are not allowed on the elementary and/or high school campuses before, during, or after school unless the school’s principal has granted permission.

CHAPTER 19: STUDENT DISCIPLINE, MISCONDUCT AND PROCEDURES

For a complete version of the Board of Education document please ask for one in the office.

Ilima Intermediate School believes that parents, students, teachers, school and district administrators are responsible for helping students to become self-disciplined. Students are informed of these rules through an assembly at the beginning of each school year.

Ilima Intermediate School believes the teachers and/or teams of teachers are the first lines of discipline for students. In middle school, adolescents will make mistakes. Students should be taught to learn from their mistakes and that appropriate consequences will follow. Students who are unable to learn from their mistakes will receive the appropriate consequences. Suspension should be the last resort consequence but must be assigned to ensure the safety and rights of others and to ensure the uninterrupted instruction by teachers for students.

The purpose of school-administered discipline is to:

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

The following prohibited conduct applies to all Ilima Intermediate School students any time they are on campus or other Department of Education premises, on Department of Education Transportation, during Department of Education sponsored activities, and are in accordance with BOE Chapter 19 policies and guidelines.

Class A Offenses:

- (A) Assault;
- (B) Burglary;
- (C) Dangerous instrument, or substance; possession or use of;
- (D) Dangerous weapons; possession, or use of;
- (E) Drug paraphernalia; possession, use, or sale of;
- (F) Extortion;
- (G) Fighting; (includes physically supporting a fight by one's presence and encouragement);
- (H) Firearms; possession or use of;
- (I) Homicide;
- (J) Illicit drugs; possession, use, or sale of;
- (K) Intoxicating substances; possession, use, or sale of;
- (L) Property damage or vandalism;
- (M) Robbery;
- (N) Sexual offenses; or
- (O) Terroristic threatening.

Class C Offenses:

- (A) Abusive language;
- (B) Class cutting;
- (C) Insubordination;
- (D) Laser pen/laser pointer; possession or use of;
- (E) Leaving campus without consent;
- (F) Possession and/or use of electronic cigarettes (E-cigarettes); and/or equipment related to E-cigarettes;
- (G) Smoking or use of tobacco substances; or
- (H) Truancy.

Class B Offenses:

- (A) Bullying;
- (B) Cyberbullying;
- (C) Disorderly conduct;
- (D) False alarm;
- (E) Forgery;
- (F) Gambling;
- (G) Harassment;
- (H) Hazing;
- (I) Inappropriate or questionable uses, or both of internet materials or equipment, or both;
- (J) Theft; or
- (K) Trespassing.

Class D Offenses:

- (A) Contraband; possession or use of;
- (B) Minor problem behaviors (Disrespect/Non-Compliance; Disruption; Dress Code Violation; Inappropriate Language; Lying and Cheating;
- (C) Physical Contact, Property Misuse, Tardy) or
- (D) Other school rules (see the list below)**

**Other School Rules - Examples of "Other School Rules" include but are not limited to the following:

- Climbing over the wall from the second floor; Standing or sitting on the second floor wall; Spitting from the second floor or onto another person.
- Entering or leaving a class without permission.
- Leaving campus in the morning after 7:30 am (As approved SY 2016-2018 by the School Community Council).
- Littering on campus.
- Loitering on campus after school for students who do not belong to an after school club or tutoring program.
- Lying to staff members.

- Plagiarism (includes research and copying another student's work).
- Riding a bicycle, skateboard, or scooter on campus is prohibited. All modes of transportation must be walked on campus for purposes of safety.
- Selling of food items on campus is not permitted.
- Teasing another student.
- Using another student's bus pass.
- Using another student's ID to purchase lunch or snacks.

Any other conduct as may be prescribed and prohibited by school rules. Individual school rules shall be published or made available for inspection at the school office and shall inform students, school staff, and parents of the prohibited conduct under class A through D of this section.

No disciplinary action amounting to serious discipline shall be imposed for violation of any individual school rule as a class D offense.

SCHOOL UNIFORM AND DRESS CODE POLICY

COMPONENTS OF THE POLICY

❖ Parental Leadership and Involvement (BOE Guideline #1)

The decision represents the views of a majority of the members of the school community. All role groups participated in the decision-making process.

❖ Protection of Students' Constitutional Rights (BOE Guideline #3)

As stated in the Religious Expression in Public Schools Guide (August 1955), students may display religious messages on items of clothing to the same extent that they are permitted to display other comparable messages. Religious messages will not be singled out for suppression, but will be subject to the same rules as generally applied to comparable messages. The Ilima Intermediate School Uniform Policy will not prohibit students from wearing or displaying expressive items so long as those items do not independently contribute to disruption by substantially interfering with discipline or with the Constitutional rights of students. Ilima Intermediate School will not impose any messages, political or otherwise, on the school uniform. The school name, logo/mascot will appear on the uniform.

A mandatory school uniform policy is in effect for all Ilima Intermediate students under the auspices of the School Community Council (SCC) governance system. Students are required to wear a uniform top and adhere to specific criteria for uniform bottoms and outerwear. Every effort will be made by the school to assist parents and students to comply with the uniform policy. Waivers can only be granted by the school principal.

The School Uniform Policy and Dress Code Policy were adopted by the SCC with student health and safety in mind. Today, student ID cards and Students Planners are a part of the daily student uniform due to heightened security and the safety and well-being of Ilima Intermediate School students.

Uniform Shirt

The uniform shirt consists of a crew shirt with the Ilima Intermediate School design. There are only two acceptable colors (one for 7th and one for 8th graders). Uniforms must not be altered in any way. Uniforms can be purchased through our vendor online, www.kulathreads.com.

Loaner uniforms are available for students at the front office (based on availability). Students are expected to provide a collateral item in exchange for the loaner uniform shirt. Students are expected to return uniforms at the end of the day at which their collateral item is returned to them. Unreturned uniforms will result in an obligation for the price of the uniform.

Uniform Bottom

Bottoms that are oversized or baggy are not allowed. Large logos and large designs, loose or hanging belts or chains are not allowed. Torn jeans or trousers are not appropriate for intermediate school and therefore, may not be allowed.

- ❖ **Boys:** trousers or walking shorts that are knee length or longer. Belts must be worn appropriately, not hanging below the T-shirts. Outer pants must cover underwear, boxer shorts or other shorts.

- ❖ **Girls:** The hem of shorts/skirts/dresses should be no higher than 6 inches from the top of the knee cap. Capri pants, regular sized pants or slacks are allowed. Short shorts are not allowed. Leggings, tights, and Jeggings may be worn IF the skin does not show through the fabric. Pants with holes, zippers, laces, and “shredded” material exposing the thighs and/or are in inappropriate physical areas should not be worn to school.

ILIMA INTERMEDIATE DRESS CODE

Ilima Intermediate School’s Uniform Policy includes the Dress Code that addresses other items of apparel and appearance that constitute “appropriate school clothing.” This Dress Code works in tandem with the uniform policy. **ID cards** and **Student Planners** are required and are a part of the daily school uniform. This dress code is enforced throughout the school year and applies to special Opt Out days as determined by the school and earned as a privilege for the students.

1. Shirts and pants shall not be extremely oversized. Pants’ waistbands and belts must be worn at the waist. Underwear (boxer shorts, briefs, bra straps) must be covered at all times. (See uniform policy) Belt buckles that are designed like weapons, drugs and inappropriate messages will be confiscated.
2. All apparel and accessories, including bags and backpacks, must be free of messages and graphics about DRUGS, GANGS, SEXUAL REFERENCES, PROFANITY, CULTS, and other obscenities. (i.e. Marijuana leaves, playboy bunny, nudity, etc.)
3. For Opt-Out days: All blouses and tops shall NOT reveal any cleavage and/or midriff. Tank tops and undershirts are not appropriate for school. All shorts shall be worn at knee length or longer (see Uniform Bottom description). Team, club, and college shirts are allowed to be worn on designated days bearing the Ilima logo.
4. ID cards **MUST** be worn to school daily. IDs must be worn on the upper torso, not on the shirtsleeve or hem of the uniform shirt. Teachers will inform VPs of non-compliant (NO ID) students; NO ID students forfeit their free time at both recess and lunch. NO ID students should report to the Time-Out area in the courtyard at recess. At this time, NO ID students may request a Lunch Waiver to eat wiki or lunch that day. The detention can be canceled if the student purchases or finds his/her ID card. The student should show their new or found ID card to the VP in charge at recess.
5. Student Planner & Hall Pass – The planner contains the school bell schedule, hall pass, campus map, SY calendar, support information for math, social studies, science and English, Academic vocabulary translations in Tagalog and Ilokano, Vision and Mission translations in Tagalog, Ilokano and Samoan, areas to keep track of homework assignments and due dates. The Hall Pass privilege should not be abused. Students should make every effort to use the restroom and to see their counselor or Administrator during recess or lunch since there is a break before and after each class period.
6. Headwear (caps, hats, beanies, durags, etc.) and sunglasses with the exception of prescription glasses are allowed before school, recess, lunch, and after school. Bandanas of any color are prohibited. If these items need to be worn before or after school, then the item must remain in the student’s backpack out-of-view. Neither baseball caps nor bandanas can be tied to dangle from the waist or belt.
7. Jewelry representing drugs, gangs, inappropriate language, etc., is prohibited. Tongue piercing, nose, eyebrow, lip piercing, spiked earrings & other spiked jewelry are health and safety issues and therefore not recommended.
8. Footwear must be worn at all times. Shoes are required for physical education classes and working in the cafeteria.
9. Outerwear (jackets, sweaters, etc.) are allowed. However, students must still wear a **uniform** shirt underneath the outerwear. Students may be requested to show that they are in compliance with the uniform policy by showing they have a uniform under the outerwear. For student identification purposes, we require the **hood** of any outerwear to remain down. A buttoned shirt must be worn unbuttoned with the uniform front exposed.

CONSEQUENCES FOR NON-COMPLIANCE

Students who do not comply with the uniform policy are considered to be insubordinate, which is a Class C offense. This offense falls under Chapter 19 and the School Discipline guidelines, which range from a call to parents or to suspension, depending on the number of infractions and the specific situation. The procedure leading to the levying of consequences for uniform noncompliance is:

1. The teacher/staff member will refer students to the office.
2. The student will call home and request a change of clothing.
3. The student will remain in the office until parents arrive (w/in 15 minutes) with a change of clothing.
4. If a change of clothing is not available from home, the student will be issued a "school loaner shirt" (upon availability). The student is responsible for washing and returning the loaner shirt. If the loaner shirt is not returned, the student's account will be charged \$5.00 for the borrowed item and/or \$9.50 for the NEW school uniform and will be considered an obligation.

PARENT RESPONSIBILITIES

Ilima Intermediate provides a setting—facilities, staff, curriculum, materials, and equipment, student interaction—conducive to learning. More important than these things are parents who show their love, concern, and support for their children. Your contribution as a parent to your child's education determines whether he/she has a positive attitude toward learning and toward becoming successful in school.

Parents need to play a major role in their child's education so that each child can reach his/her fullest potential. Your willingness to work with the school and your cooperation doing the following things will only enhance your child's education.

- **Monitor attendance:** Your child should be in school daily and on time unless illness, injury or emergencies arise.
- **Show interest in school work:** Discuss class work with your child; find out what activities take place in school.
- **Communicate with the school:** Your calls are always welcome. Contact your child's teacher, counselor or administrator when problems arise.
- **Keep informed:** Attend parent meetings and read all correspondence from the school. Check the school's website and Webgrader for current updates.
- **Keep abreast of progress in school:** Report cards are sent home with students shortly after the end of each academic quarter. Discuss your child's progress with him/her. Questions and concerns should be addressed as soon as possible. Call the school for clarification. Progress reports are also sent home mid-quarter with students.
- **Help the school enforce rules/regulations:** Hold your child accountable for his/her conduct. Being a positive role model is a good way to set an example. Continue to encourage your child to abide by DOE and Ilima rules, Codes of Conduct and the Uniform Policy.

Parent-Teacher Conferences sometimes give you a clearer picture of your child's progress in school. Arrangements can be made by calling your child's counselor:

Teams 7-1 and 8-1: Mrs. Leigh-Ann Casuga	808-687-9314
Teams 7-2 and 8-2: Mr. Jerwin Descallar	808-687-9388
Teams 7-3 and 8-3: Mr. Matthew Kino	808-687-9415

PARENT ORGANIZATIONS

SCHOOL COMMUNITY COUNCIL (SCC)

The SCC is a democratic school management system that promotes flexibility and greater involvement from those affected by its decisions. Ilima became an SCC school in June 2005, ensuring all school community members actively participate in reviewing goals. The SCC serves as a forum for collaboration, providing valuable feedback to advise the principal on school goals, programs, and resources. Together, the principal, teachers, staff, parents, students, and community members work toward continuous improvement and student success.



**STUDENTS
CONSISTENTLY:**

- **ARRIVE ON TIME**
- **WEAR UNIFORM SHIRTS &
IN EXPECTED DRESS CODE**
- **COME PREPARED WITH
ALL SUPPLIES NEEDED**
- **PRODUCE QUALITY WORK**
- **MEET DEADLINES**
- **BE A TEAM PLAYER**
- **USE APPROPRIATE
LANGUAGE**
- **BE PROACTIVE**
 - **STAY ON TASK**
 - **BE ADAPTABLE**
 - **PERSEVERE**
 - **SELF-ADVOCATE**
 - **TAKE INITIATIVE**
 - **BE SELF-DIRECTED**
 - **TAKES ADVANTAGE OF
OPPORTUNITIES TO
IMPROVE GRADE**

**HERE AT 'ILIMA INTERMEDIATE SCHOOL
WE CONTINUALLY STRIVE FOR
EXCELLENCE TO PREPARE STUDENTS
FOR CAREER/COLLEGE AND LIFE.**

Ilima Intermediate Bell Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday
7:55am - 8:05am (10)	Homeroom	Homeroom	Homeroom	Homeroom	Homeroom
8:05am - 8:09am (4)	Transition	Transition	Transition	Transition	Transition
8:09am - 9:34am (85)	CLASS I	CLASS I	CLASS I	CLASS I	CLASS I
9:34am - 9:49am (15)	Break	Break	Break	Break	Break
9:49am - 9:53am (4)	Transition	Transition	Transition	Transition	Transition
9:53am - 11:18am (85)	CLASS II	CLASS II	CLASS II	CLASS II	CLASS II
11:18am - 11:22am (4)	Transition	Transition	Transition	Transition	Transition
11:22am - 11:52am (30)	Advisory/1st Lunch	Advisory/1st Lunch	Advisory/1st Lunch	Advisory/1st Lunch	Advisory/1st Lunch
11:52am - 11:56am (4)	Transition	Transition	Transition	Transition	Transition
11:56am - 12:26pm (30)	Advisory/2nd Lunch	Advisory/2nd Lunch	Advisory/2nd Lunch	Advisory/2nd Lunch	Advisory/2nd Lunch
12:26pm - 12:30pm (4)	Transition	Transition	Transition	Transition	Transition
12:30pm - 1:55pm (85)	CLASS III	CLASS III	CLASS III	CLASS III	CLASS III

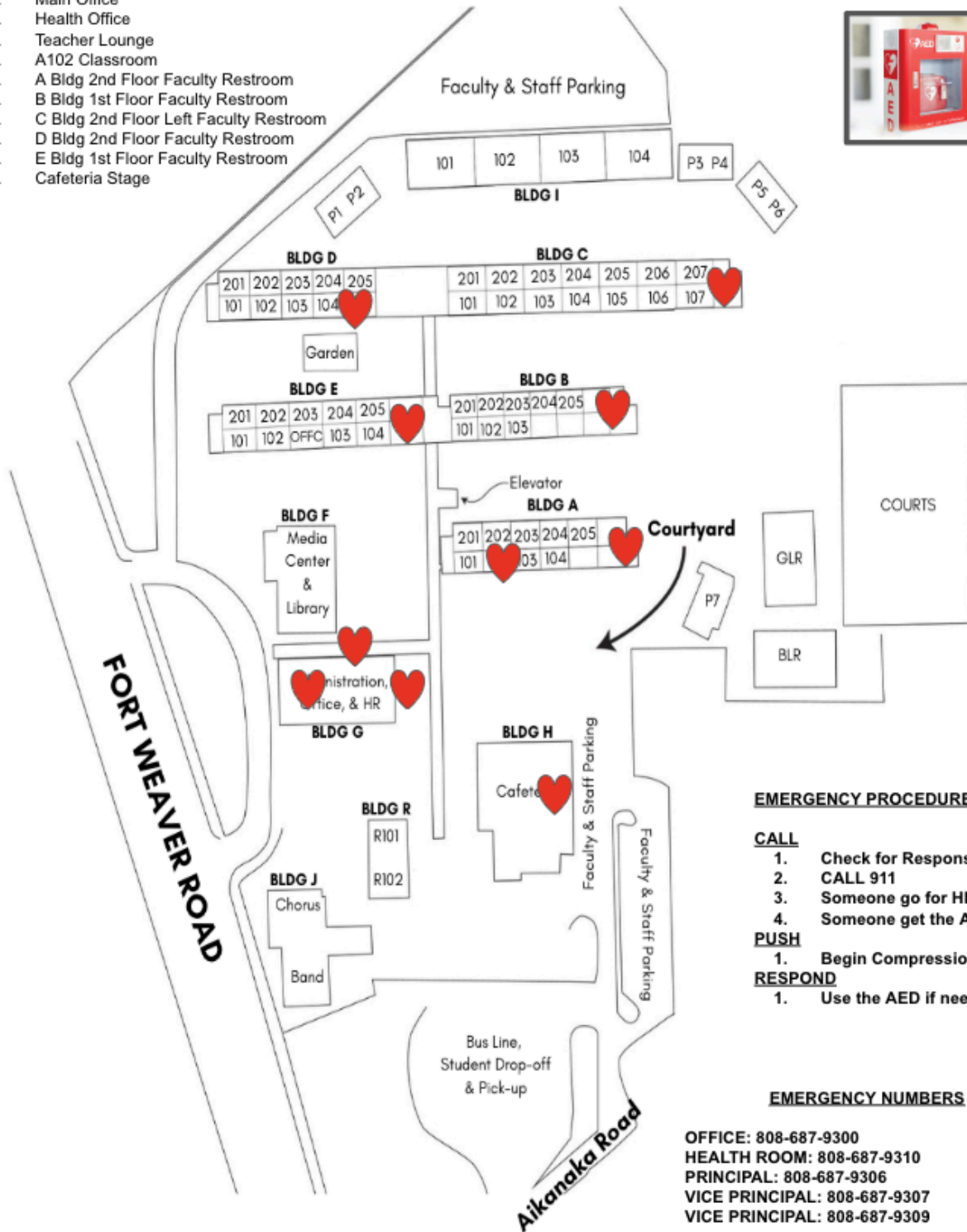
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Automated External Defibrillator (AED)

AED Campus Locations

1. Main Office
2. Health Office
3. Teacher Lounge
4. A102 Classroom
5. A Bldg 2nd Floor Faculty Restroom
6. B Bldg 1st Floor Faculty Restroom
7. C Bldg 2nd Floor Left Faculty Restroom
8. D Bldg 2nd Floor Faculty Restroom
9. E Bldg 1st Floor Faculty Restroom
10. Cafeteria Stage





**SEE SOMETHING,
SAY SOMETHING!**



SCAN ME