

# Assets High School 2019-2020 School Year



First Day of School is  
Wednesday, August 14th

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## Welcome Back To School!

We want to thank all of our families for choosing Assets High School and entrusting us with your children. The opportunity to work with our students is a gift and a responsibility that we take seriously. We are excited about the 2019-2020 school year and seeing how both our students and program continue to grow. The beginning of the year presents a wonderful fresh start with new opportunities for our students. We want to encourage all of students to embrace this new school year with positivity and determination to make it an amazing experience.

## Open House Thursday, August 8<sup>th</sup> 3:30pm – 6:00pm

Please come visit anytime between 3:30pm - 6:00pm.

- Pick up class schedule
- Meet teachers
- See where classrooms are located
- Check out a locker
- Complete needed forms
- Set-up student laptop to access Wi-Fi, printers, and Google account

Please understand that classrooms will not look ready for school, as teachers will be in the middle of prepping for the new school year. We will end promptly at 6:00, so please keep that in mind as you plan for your visit. **Please don't worry if you can't make it to open house. Your child may pick up his/her schedule in the main office on the first day of school along with any hard copy forms to bring home.**

If you have questions or concerns, anytime throughout the year, please don't sit and stew... just contact me.

Dr. Suzy Travis  
stravis@assets-school.org  
Cell: 808-342-0076

## New Faculty

*Please welcome our two new faculty members.*

### Betsy Cook

Ms. Cook is a familiar face for many of us on the faculty because she taught at Assets HS several years ago. Her brother Kalani is also an Assets HS alumni. Ms. Cook brings to us an incredible background in special education with a M.Ed. from DePaul University and certification as a Learning Behavior Specialist. She also has a genuine love for kids and a truly compassionate heart. Ms. Cook is teaching Algebra I and English this year.

### Corey Obungen

Mr. Obungen is coming to us from Washington, where he was teaching the past four years at his alma mater, Todd Beamer HS. However, he is excited to relocate to Hawaii and be near family and friends. Mr. Obungen holds a BS in Exercise Science from the University of Puget Sound, and he enjoys teaching health science, PE, student leadership and coaching. Mr. Obungen is charismatic, humorous, and clearly passionate about kids, teaching, and living life to the fullest. Mr. Obungen is teaching Kinesiology-Exercise Science, Health, and PE this year.

### New Teacher Locations!

Ms. Young and Mrs. Arcand moved to Cooke Hall neighboring Ms. Alefaio.

Ms. Cook's room is on the side of Hale Mele (near the fitness room).

Mr. Obungen is where Ms. Young was last year, near the shed with the mural by the lunch area.

## Upcoming Events

**AUGUST 8<sup>TH</sup> 3:30pm – 6:00pm**  
Open House

**AUGUST 14<sup>TH</sup>**  
First Day of School

**AUGUST 20<sup>TH</sup> 5:30pm – 7:30pm**  
New HS Parent Meeting and Social  
(Includes all 9<sup>th</sup> grade parents)  
\*Dinner is provided

**AUGUST 29<sup>TH</sup> 6:00pm – 7:30pm**  
10<sup>th</sup> Grade Parent Meeting

**SEPTEMBER 2<sup>nd</sup><sup>rd</sup>**  
Labor Day

**SEPTEMBER 5<sup>TH</sup> 6:00pm – 7:30pm**  
11<sup>th</sup> & 12<sup>th</sup> Grade Parent Meeting

**SEPTEMBER 6<sup>TH</sup>**  
Ice Palace Field Trip

**SEPTEMBER 13<sup>TH</sup>**  
Picture Day

**SEPTEMBER 19<sup>TH</sup> & 20<sup>TH</sup>**  
Fall Conferences

**\*Parent meetings will be in  
Damon Hall.**

**Please  
CLICK HERE  
to RSVP, or email  
Rona Uyehara at  
rueyhara@assets-school.org**

*Students should not  
come to the  
parent meetings*

## School Supplies

Most basic school supplies are provided by Assets School such as a student planner, glue, scissors, composition notebooks, etc. Students do need to come with a binder (3-ring or accordion style), pens/pencils, folder paper, and a personal laptop. We have calculators for in class use, but students may want to purchase one to have at home.

## Class Schedules

Student schedules are available for pick up at open house. Students who have questions on course selection or requests for changes may email me, Dr. Suzy Travis at [stravis@assets-school.org](mailto:stravis@assets-school.org), or sign up in the front office, on the first day of school, to see me.

Please understand that many of our classes are full, so I may not be able to accommodate schedule changes that are not absolutely necessary.

We put a lot of time and effort to individually, by hand, schedule each student. We try to best match students with teachers and classes based on their strengths and challenges as a learner, needed credits for graduation, post-graduation plans, and student requests.

Although I will try to avoid it, sometimes I need to change a student's schedule unexpectedly. If this occurs, a new schedule will be provided at the start of school on the first day.

## First Day

Please read the information about drop-off and pick-up procedures.

When students arrive at school, they should gather in one of the picnic table areas and stay there until school starts at 7:45. We will begin the day with an all school assembly, so teachers will direct students at 7:45 into Damon Hall. Once the assembly is over, students will be dismissed to their homeroom teachers who will help make sure everyone is ready for their day and knows where to go.

## Ice Palace

### **Assets High School Annual Ice Palace Field Trip Friday, September 6<sup>th</sup>**

This excursion gives us a great opportunity to bond as a community and provide a fun way to kick off the new school year. Even if ice skating is not something your child enjoys, we still want him/her to attend. For one, it is a school day. Second, we believe it is important for students to be active and positive participants of the community. Third, the community bonds when we share experiences and have fun together. Students are not required to skate. They also have the option to get tokens for arcade games and can simply enjoy hanging out with friends and faculty, maybe drink some hot chocolate.

# Important Information about Drop off and Pick up We Need Your Help!

Due to our lack of school buses, most of our students are dropped off and picked up by car.

## Here is how you can help:

- When driving on campus, please use extra care in looking out for students and adults walking through parking areas, and stopping at the stop sign when you come down the driveway.
- Please wait for drivers ahead of you patiently and **only drop off and pick up students in the designated areas**. This will help us to reduce foot traffic in the parking lot and make it safer for everyone. We realize everyone is in a hurry to drop off and pick up their child, but impatience can easily lead to accidents.
- Wait your turn, please don't cut in line or make other arrangements with your child, such as meeting him/her up in the parking lot.
- Prompt your child, and other students riding with you, to be ready to exit the vehicle quickly so that you do not back-up the drop off/pick up line. Or, pull over and park in a parking space, if you or your child needs additional time to exit the car.

### **Afternoon pick up by 3:30PM \*If attending study hall, no later than 4:20PM**

- Students will enter cars from the pick up area (along the grassy lawn by the lunch area).
- Cars may line up beginning at the pick up line. The first car should pull up next to the tree with the bench in front of the Young building and the other cars should back up through our driveway.
- **To avoid backup onto Alewa drive, we plan to stagger pick up times between 2:55 - 3:15. Please select a pick up time at orientation or with Rona or Momi in the main office. You will be given a sticker for your placard. Please arrive according to your time.**
- **If the line backs up to Alewa Drive, cars need to circle around or park in a nearby lot or side street until the traffic has cleared enough to enter the driveway.**

### **Morning Drop Off (no earlier than 6:15AM)**

- Pull up slowly to the drop off area, along the grassy lawn by the lunch area.
- If cars are in the drop off area, line up behind the cars and wait to pull forward. **Students need to stay in the car until they are in the drop-off area.**
- Students should be ready to exit the car upon arrival (e.g. shoes on, things in their bag, etc.)
- If you need to come into the office, or your child needs extra time to exit the car, you may pull into a parking spot.

There is no room on Alewa drive to line up on the street and you cannot block traffic.

- Please place name placards on your dashboard when you arrive to help speed the process. We will call ahead using a megaphone, so that students are ready to enter the cars when they reach the pick up area.
- If your child is not in the pick-up area when you pull up, you may be instructed to park or pull over up ahead of the pick up zone.

# Homework

Homework is a common thing to argue about with your teen. We are hopeful that we can bring some of that argument to rest, as you can trust us to hold your child accountable for his/her work. However, this doesn't mean that you should never help your child. He/ she may need a reader, scribe, someone to help brainstorm ideas, or organize thoughts. As long as your child wants your help, these are all examples of ways to support him/her with homework. You should not have to tutor your child or do work for him/her; instead support and encourage your child to email his/her teacher and advocate for additional time and support.



Study hall is available to all HS students after school for no additional fee. About 1/3 of the students who attend study hall go voluntarily. Study hall is an excellent opportunity for students to complete their homework in a quiet environment with teacher support on hand if needed. About 2/3 of the students who attend study hall are there because they were assigned by a teacher. When a student comes to class with missing and/or incomplete assignments, teachers will sign the student up for a study hall that day. It is expected that students attend study hall to complete the missing work. If the student completed the work in class, or prior to the start of study hall, the student is then expected to complete any homework assignments for that night so he/she is prepared the next day.

## **Study hall is mandatory when assigned.**

**What if my child has a doctor's appointment?** Students need to let Mr. Wagner know before the end of the day, then bring a doctor's note the next school day. The student will be reassigned study hall for the following day.

**What if my child doesn't go?** Students who "cut" study hall will be called down to meet with Mr. Wagner the following school day. Mr. Wagner will typically assign a student to study hall for the next two days and email a note home to parents that the child cut study hall.

**How will I know if my child has study hall?** It is the student's responsibility to inform parents about study hall. We will inform parents if a student cuts study hall. We will also inform parents if a student does not continually complete assignments even with the support of study hall in place.

**Should my child receive other consequences at home?** I do not recommend students receiving other consequences for merely receiving a study hall. For many students, this is a support they need to develop stronger executive function, time management, and advocacy skills. However, if the study hall inconveniences the family in terms of transportation, then I think it is appropriate to discuss the impact study hall has on the family and have the student "owe time", etc., for the inconvenience they caused. Whenever possible, I recommend putting the responsibility back on the student, for example, taking the city bus home if they miss his/her ride.

**Can my child reschedule study hall another time?** We allow students to advocate with Mr. Wagner before the end of the day to complete their study hall the following morning before school at 7AM. In most cases, this is permitted. Students must report on time or it is considered a cut study hall.

## **Top ways for students to avoid mandatory study hall**

1. Do their HW.
2. Fully utilize the student planner, and follow daily homework plans that are set in homeroom.
3. Email or call their teacher to let him/ her know that they need more help, extended time, etc.
4. Go see their teacher before school for help.
5. Go see their teacher for extra help during lunch.
6. Go talk to Dr. Suzy Travis about ongoing challenges with a class or HW.

# Attendance is Key

We cannot help students who are not here. By far, students with poor attendance records struggle the most in school. Although students can make-up assignments when they are absent, there is really no way to make up a missed day of school.

**Habitual absences and/or tardies can also result in a loss of credit for a course. Students must attend a minimum of 75% of a class to earn credit regardless of his/her grade.**

Arriving on time for school is equally important. Although your child may claim that, “nothing happens in homeroom” that time is critical to school success. We connect home to school, check in on students, help them to have a positive start to their day, ensure that they are prepared for their classes, and much more. Although they do not get a grade for homeroom, it is an important part of the program in developing essential skills your child will need post-high school.

## Routines

In general, adolescents tend to have a roller coaster of emotions and behaviors. Anxiety and stress are all too familiar for many of our students. While you cannot magically even out the expected imbalance, you can do your best to establish consistent weekday routines at home. In particular, how you start and end each day as a family. Visual schedules, checklists, and even designated spaces for things like backpacks, shoes, laptops, cellphones, lunch bags, etc. can help to make days and evenings run more smoothly. Set alarms if needed to help monitor and manage time. Consistent routines will help your child to reduce anxiety and stress. Work with your child to determine a schedule and routine that works for everyone in the family.

# Tips for Tackling Tardies

- Invest in two alarm clocks. Put one near your bed and another across the room so you have to get up to turn it off.
- If you don't wake up to alarms, go to amazon.com and search for “alarm clocks for the hearing impaired”. They have ones that vibrate the bed, run around the room, and are extra loud.
- GO TO BED at a decent hour. Turn off the computer, turn off your phone, and consider putting these devices in a different room so you are not tempted to respond to a late night gaming, text, or IM.
- Pack your school bag the night before. Before you go to bed, look at your planner, make sure you have everything packed for the next day. Then, leave your bag by the front door ready to go.
- Set out your clothes the night before.
- Plan for traffic and set an alarm in the house or on your phone to alert you that it is time to leave.
- If it is difficult for your family to get you to school on time, consider riding the city bus, or talk with other students who live by you and arrange for a carpool. Talk with your family about learning to drive.
- Habitual tardies or absences can be a symptom of a larger social or emotional issue, contact the school counselor or principal if you are concerned about this for further strategies and support.

Students must be in their homeroom ready to start the day at 7:45 A.M. Therefore, I highly recommend that students try to arrive to school no later than 7:30 A.M. This 15 minutes of time gives students the opportunity to check in with a teacher, socialize with friends, wake up a little more, get to class, and mentally prepare for the day of school. Students should report directly to the high school lunch area when they arrive at school.

- Notify the office ahead of time in writing if your child plans to be out for a pre-arranged absence. Students should also email their individual teachers about the absence.
- Avoid scheduling appointments, trips, etc. during school days and hours. This includes our homeroom periods, Wednesday classes, and mentorship.
- If you carpool and plan to release your child early, the other children in the carpool may NOT be released early as well. Therefore, please communicate clearly with the families you carpool with. This includes students who drive together to and/or from school.

# Mentorship

All students during the first weeks of school have time during the day to write their cover letters, fill out a job application, create a resume, and practice interviewing. Students need to come to their interview dressed professionally, even if it is somewhere like a surf shop or auto mechanic place. Interviews are formal. Placements are determined before interviews; however, occasionally we have to find a new site for a student whose interview does not go well. Students need to take the application and interview process seriously.

Sometimes our students have skewed perceptions and expectations of mentorship. We try to reiterate the following to the students:

1. The mentors are the ones volunteering their time, opening their doors to our students, and providing a service to the school. In other words, students are not employees or volunteers. They will have the opportunity to gain real world work experience as a student; however, they are “entry level” and in most cases, have no official skills or experience. Therefore, students need to be prepared to embrace the work environment, take on all tasks with a positive and enthusiastic attitude, and use mentorship as an opportunity to learn about work environments, employment, work ethic, and of course the field of work. There may be things students want to do that they simply cannot because they are not skilled employees.
2. Placements are not like shopping. Students cannot change or select another mentorship site on a whim, or because they had a bad day. It is a huge task for Nikki Hamai Sakai and Jason Wagner to place students. They work hard to find the best matches for students. Students need to make the most out of the placement they have. At the same time, obviously we need to hear about ongoing problems or issues. Students should share concerns with their mentorship monitor and/or Mrs. Hamai Sakai. We will work with the student and mentor to resolve problems that arise.
3. Students should not miss mentorship for appointments or other absences that can be avoided. This is a class that they get a grade and credit for. Because they only meet once a week, when a student is absent, it is like missing an entire week of that class. Students also need to arrive on time to mentorship. This is part of demonstrating a strong work ethic. Our mentors often write letters of recommendation and some even offer employment to students post mentorship. Mentorship is an opportunity for students to demonstrate that they are hardworking and capable.

**Mentorship Expo is  
SATURDAY, APRIL 25<sup>TH</sup>.**  
Please mark your calendars  
because this event is  
mandatory for ALL high  
school students  
(grades 9-12) and part of  
their final mentorship grade.

## FRESHMEN MENTORSHIP

Freshmen participate in mentorship as well, however, all freshman mentorships are on campus and in groups.

Freshmen complete the same application process as grades 10-12. They choose from a variety of on campus mentorship sites, and work in their mentorship groups for three hours on Wednesdays.

Assets School  
Lunch Order Form

Lunches for the Month of August 2019

Please circle the Meal of your choice for each day  
on the Menu Calendar and return it along with this form  
to the School Office or Mail to:

Steven Noschese c/o Assets High School  
913 Alewa Drive Honolulu, Hawaii 96817

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

I would like to sign up for:

Number of Meals \_\_\_\_\_ @ \$6.75 Each = \$ \_\_\_\_\_

Enclosed is Cash or a Check Payable to Steven Noschese  
In the amount of \$ \_\_\_\_\_

The order forms and payment must be received in the school  
office by August 9, 2019 for the monthly order.

Note: Or by the Friday before to receive lunches for the  
following week.

There will be no refund, exchange or replacement of food if  
the student does not eat lunch for that day they have selected.

For office use only

Date: \_\_\_\_\_ Amount \$ \_\_\_\_\_

# of meals \_\_\_\_\_ Check # \_\_\_\_\_

August  
2019

Name \_\_\_\_\_

Please  
**Circle**

The Meal of your  
Choice for Each Day

Hot Lunch  
comes with  
Rice, vegetable,  
Fruit,  
and Bottled  
water

Salad comes  
with Fruit,  
and Bottled  
Water

Sandwiches - one & half  
on Whole Wheat Bread  
comes w/ Veggie Chips,  
Fruit,  
and Bottled Water

August 2019						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Hot Lunch Salad Sandwich				1	2	
Hot Lunch Salad Sandwich	5	6	7	8	9	Uncle
Hot Lunch Salad Sandwich	12	13	14 Spaghetti w/ Meatballs  Chef Salad  Turkey Sandwich	15 Hamburger Steak w/ Gravy  Chef Salad  Turkey Sandwich	16 Closed  Admissions  Day	Steve's
Hot Lunch Salad Sandwich	19 Teriyaki Beef Burger Somen Salad  Tuna sandwich	20 Shoyu Chicken  Somen Salad  Tuna sandwich	21 Two Corn Dogs  Somen Salad  Tuna sandwich	22 Chicken Cordon Bleu <b>Somen Salad</b>  <b>Tuna Sandwich</b>	23 Pepperoni Cheese Pizza  Somen Salad  Tuna sandwich	Kitchen
Hot Lunch Salad Sandwich	26 Chicken Patty on a Bun  Cobb Salad  Ham & Cheese Sandwich	27 Kalua Pork & Cabbage  Cobb Salad  Ham & Cheese Sandwich	28 Barbecue Chicken  Cobb Salad  Ham & Cheese Sandwich	29 Spaghetti w/ Meat Sauce  Cobb Salad  Ham & Cheese Sandwich	30 Chicken Enchiladas  Cobb Salad  Ham & Cheese Sandwich	808- 554- 7947

## Assets High School Dress Code Policy

The dress code below outlines the minimum standard of dress. Students who wish to dress more formally are welcome; for example, ties, vests, dresses, blouses that are not t-shirts, knit sweaters, or other professional clothing. If students are uncertain at any time about what is acceptable, he/she should contact Dr. Travis.

**Shirts:** Shirts must be collared (button down or polo). Shirts may be any color or pattern. They must fit appropriately (not too short or tight, and not so oversized that it is easy to conceal contraband). Buttoned shirts must be buttoned up far enough to not reveal too much of the chest area. A good guideline is to draw a line between the two armpits across the chest, and ensure that the shirt is buttoned at that height. Assets t-shirts, class shirts, or PAC 5 t-shirts may be worn in place of a collared shirt. Shirts must be clean and free of holes and frays. Shirts must completely cover the stomach and back, even when sitting or stretching. Shirts may not be transparent or otherwise show undergarments.

**Pants/Shorts/Skirts:** Pants/shorts/skirts must fit appropriately (not too tight or ride too low, and not so oversized that it is easy to conceal contraband). Shorts and skirts must be no shorter than three inches above the knee. Again, clothing must be clean and free of holes and frays.

- Cargo style shorts and pants (multiple large and bulky pockets) are not allowed.
- Jeggings, leggings, or other "skin tight" clothing/athletic wear is not allowed.
- Sweat pants and board shorts are not allowed.
- Students who wear skirts should also wear shorts, tights or leggings underneath.

**Jackets:** Jackets must be button or zipper open front. They may be any color or pattern.

- **Pull over jackets or sweatshirts are NOT allowed**

**Hair & Accessories:** Hairstyles **may not** be extreme, and hair color must fall within the natural range of hair color. Students who are uncertain should check with Dr. Travis before making drastic changes to their hair. Students may not have any facial piercings. Students may not wear any accessories that may be dangerous such as spikes or chains. Wearing hats, caps, or sunglasses are not permitted indoors.

**Shoes:** Students may wear slippers or open-toed shoes; however, close-toed shoes are required for playing basketball, field trips, PE, and other pre-determined class activities. Due to the rough terrain of campus, students may not wear high-heeled shoes. Students must wear footwear, barefoot is not allowed.

**In General, no clothing may display:** violent images (including guns), offensive language, promote tobacco, drugs, or alcohol through logos or images. Students may not cover inappropriate clothing with outerwear (i.e., bathing suit top covered by a sweatshirt, etc.) or layer. Overall, students must look neat and clean, which includes good hygiene.

**P.E. Classes:** Shorts need to be long in length (no shorter than 3 inches above the knee) and also ride high enough on the waistline to provide full coverage of underwear and backside when bending and stretching. Athletic fitted pants, such as capris and yoga pants are acceptable for PE classes, but not for daily wear in the classroom. T-shirts may be any design or logo as long as it is appropriate for school. Shirts must be long enough to fully cover midriff and back while stretching. Shirts should not be torn up or cut up. Tank tops are not allowed.

### **Guidelines for Dress for Special Activities & First Fridays:**

Assets may announce pre-determined days, planned by the Senate or administration, when a deviation from the normal school attire is permitted in honor of a special event or activity. The first Friday of each month is Aloha Friday when crew neck tees may be worn, but student choices must still honor the spirit of the Dress Code. Students will be accountable for making appropriate casual choices, and the following guidelines must be honored to respect the spirit of our Dress Code with a neat, clean, coordinated look. For example:

- Clothing must:
  - be appropriate to body proportions, and not skin-tight or baggy;
  - not be tattered, torn, or marked;
  - not reveal midriff and/or underwear when moving, standing, sitting, or bending;
  - be tasteful and not altered (i.e., no torn sleeves, markings, cuts, etc.);
  - be free of offensive or derogatory wording, logos, designs, or illustrations;
  - not promote illicit or illegal products and/or activities.

In all cases, determination of appropriateness of attire rests with the administration.



June 7, 2019

Dear Parents and Guardians,

This year will be my 19<sup>th</sup> year at Assets School. When I started teaching at Assets in 2001, another teacher and I worked together to bring assistive technology into the high school program. Assets High School was selected to pilot Kurzweil text-to-speech software, and we also eagerly implemented the earliest versions of Dragon Dictate. We could see the potential in these types of programs, and we realized that technology tools could assist our students to leverage their strengths and compensate for their learning challenges. Today, technology is a regular part of our lives. While this presents a new set of challenges with teenagers, it also opens up great opportunities, particularly for those students with learning differences. There are a wide variety of tools available, many for free, that support students with challenges in reading, writing, math, attention, memory, and more. Over the past few years, we've observed our students and found that the students who have a personal laptop are much more likely to adopt tools to support their learning than students who do not. We have seen the benefits of students in organizing their homework and connecting with knowledge when they have it with them at home and at school. Because of these reasons, Assets High School **requires all high school students bring a laptop to school daily**. We recognize the challenges that come with this requirement, but we feel strongly that the benefits outweigh those challenges. Fortunately, over the past few years, the cost of laptops has decreased dramatically. In order to make this initiative more feasible for some families financially, we do not require a particular type of laptop. While the laptop will need to have some basic features outlined on the attached page, there are models under \$500 that will suffice.

If possible, we do highly recommend getting a Mac laptop because assistive technology tools are readily available and easy to use. We've also found that Macs are easier to manage both from a parent and school perspective, and students are familiar with the Mac laptops because that is what they have been using at Assets for many years.

We understand that any additional costs above tuition may not be possible for some of our families. You may contact me if you have personal concerns about the ability to provide a laptop for your child at this time. In addition to cost, I know there are several other questions that come to mind. I have also attached a FAQ to address some of those concerns.

I would like to thank you in advance for your support with this initiative. We are excited about the opportunities that a one-to-one laptop program provides for our students and faculty.

Sincerely,

A handwritten signature in cursive script that reads "Susan Travis".

Susan Travis, Ed.D.  
High School Principal



## Frequently Asked Questions (FAQs)

### **What kind of laptop do I need to purchase for my child?**

While we recommend that students purchase an Apple laptop, this is not a requirement. The laptop needs to have wireless capabilities and have a minimum of 128GB of hard drive space and 4GB of RAM (while this is the minimum, the more RAM that can be added the better as this is what handles the working memory of the laptop). We would also recommend getting a flash-based hard drive as these are much less prone to damage and are much faster than older mechanical hard drives. At this time, iPads or tablet devices are not an acceptable substitute; however, we do allow the Microsoft Surface Pro or Surface 3, which have a full version of Windows operating system on them. We also do not recommend Chromebooks as they tend to lack the working memory and size requirements to make them function well as a daily solution for students, and they have trouble accessing the printing system on campus.

### **What kind of software needs to be on the laptop?**

The laptop has to be sufficient to get on the Internet from school and be able to access information. Many teachers use web-based tools like Google Apps, which are only available with access to the Internet, so this is critical. In addition, students need to have some sort of word processing software. We would recommend Microsoft Office (Word, Excel, and PowerPoint) because this is one of the most ubiquitous sets of software used in the world. Apple users could consider Pages, Keynote, and Numbers, which are similar to the Office suite. Another free option is Open Office, which is open source software that works as a good substitute for the Office suite and can be downloaded at [openoffice.org](http://openoffice.org) for both Mac and PCs. Students should also have the Google Chrome browser installed as well (this is a free web browser) to access various assistive technology tools used in some classes.

### **Can my child bring an iPad instead of a laptop?**

No, at this time, we are requiring a laptop. While iPads have come along way over the years, there is still a gap between the power of a laptop and this mobile device, especially in accessing many of the web-based tools.

### **My child already spends too much time at home on Facebook and video games, won't this cause a greater distraction for students?**

There is no doubt that technological devices can be quite distracting for students, particularly students who already struggle with attentional issues and managing their time. However, it is important to teach all students how to be responsible users. At school, teachers set clear expectations and consequences for students who misuse technology. We recommend having a discussion with your child about the laptop, and work together to compromise and come up with agreed upon expectations and consequences. You can post your family technology expectations on the refrigerator or somewhere they are easily seen as a constant reminder for you and your child. Personally, we do not think it unreasonable to expect your high school student to use the device in a common room in the house, opposed to their bedroom, and set a "curfew" for laptop use. You can also require access to their social network sites, set expectations for personal information, and implement Internet blocks and filters. However, we warn you that our students are very smart and often find creative ways around these things. This is why it is important to have ongoing discussions about Internet safety, cyberbullying, and other areas of concern. Finally, we would recommend that the parent be an "administrator" of the laptop. You need to be able to access all parts of the device. Students will need to bring their laptop daily to school and also access the laptop for school work, so unfortunately, confiscating the laptop will cause a significant hindrance on their ability to complete their assignments.



### **What happens if the laptop breaks?**

Assets School does not have the resources to repair or troubleshoot student laptop problems. We highly recommend looking into insurance when purchasing a laptop, especially if your student is prone to breaking things or downloading viruses. On the laptop suggestions, you will notice that most companies offer accidental damage insurance so that the laptop can be fixed. Apple also offers AppleCare, which we recommend as well. However, AppleCare does not always cover negligence when it comes to a laptop, but now offers repair for a service fee if it was accidental. You can also contact your homeowner's insurance company as many of them offer supplementary insurance for lost or broken laptops. You could also look at purchasing computer support as well.

### **What happens if my child forgets to bring his/her laptop to school, or it is being repaired?**

Students need to bring their laptops everyday, charged and ready to go, along with a power cord to re-charge during the day, if needed. We understand that there might be circumstances where the laptop is out for repair, or a student who occasionally forgets the laptop. In these cases, we will have a few loaner laptops so that students can complete their work, we must have a permission form on file for this. However, students cannot rely on using a loaner laptop from the school as a regular device.

### **What are some of the benefits of each student having his/her own laptop?**

One of the keys at Assets is to help our students to learn about who they are as learners (strengths and challenges) and to understand the accommodations they need to overcome or compensate for their challenges. A personal laptop is a tool that can help students to meet these challenges head on. The truth is that in the "real" world after Assets, most colleges and careers require the use of technology in some way. For example, many colleges require courses that are only offered online. Having a student better understand how to use a laptop and integrating assistive technology into their everyday lives will help prepare them for their future.

**How do we, as parents and teachers, educate our students about Internet safety and responsible use?** Safety is always our first priority at Assets School. In addition to ongoing professional development for teachers, we seek out opportunities to teach our students about internet safety and responsible use. For parents, we recommend visiting the Hawaii Internet Crimes Against Children Task Force Website. This site has lots of information for parents and educators. <http://hawaii.gov/ag/hicac>

### **Do students have access to inappropriate sites at school?**

Assets School uses a proxy system that all students must go through for Wi-Fi access at school. This system should block most inappropriate websites. While the Internet is constantly changing, Assets will do its best to protect students from inappropriate areas online. However, please know that most students have their own cell phones that they can use to access the Internet freely with their wireless provider versus getting onto our school Wi-Fi network. Our goal is to teach responsible use, so we have established expectations, policies, and consequences for inappropriate use of technology (including personal cell phones) that are stated on our school Internet and technology use agreement and the student handbook.

**If you have a question not listed here, please call or email Susan Travis at 423-1356 or [stravis@assets-school.net](mailto:stravis@assets-school.net).**

- No School/Holiday
- No Students: Teachers Only
- Special Days
- Early Dismissal

## ASSETS SCHOOL CALENDAR 2019-2020

rev. 6.17.19  
Student Days: 167  
Teacher Days: 183

K-8:

First Trimester: Aug. 14 - Nov. 8, 2019  
Second Trimester: Nov. 12 - Feb. 21, 2020  
Third Trimester: Feb. 24 - May 20, 2020

High School:

First Quarter: Aug. 14 - Oct. 11, 2019  
Second Quarter: Oct. 15 - Dec. 18, 2019  
Third Quarter: Jan. 6 - Mar. 13, 2020  
Fourth Quarter: Mar. 16 - May 20, 2020

June 2019						
Sun	Mon	Tue	Wed	Thu	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

**June 3-14** HS Summer Session 1  
**June 6** K-8 Summer School Teachers Report  
**June 11** Kamehameha Day  
**June 12** K-8 Summer School Students Report  
**June 17-28** HS Summer Session 2

July 2019						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	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			

**July 4** Independence Day  
**July 12** Last Day for Summer School Students  
**July 15** Summer School Parent Conferences  
**July 16** Last Day for Summer School Teachers

August 2019						
Sun	Mon	Tue	Wed	Thu	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

**Aug 6** All Teachers Report  
**Aug 8** High School Open House  
**Aug 14** All Students Report  
**Aug 16** Admission Day

September 2019						
Sun	Mon	Tue	Wed	Thu	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					

**Sept 2** Labor Day  
**Sept 3** Gr. K-6 Open House  
**Sept 4** Gr. 7-8 Open House  
**Sept 19-20** K-12 Parent Conf/Prof Development

October 2019						
Sun	Mon	Tue	Wed	Thu	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		

**Oct 4** K-12 Professional Development (SOTF)  
**Oct 14** Discoverers' Day

November 2019						
Sun	Mon	Tue	Wed	Thu	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

**Nov 8** HS Professional Development (K-8 Students only Report)  
**Nov 11** Veterans' Day  
**Nov 27** 12:00 Dismissal  
**Nov 28-29** Thanksgiving

December 2019						
Sun	Mon	Tue	Wed	Thu	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				

**Dec 18** 12:00 Dismissal  
**Dec 19 - Jan 3** Winter Break

January 2020						
Sun	Mon	Tue	Wed	Thu	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	

**Jan 1** New Year's Day  
**Jan 16-17** K-12 Parent Conf/Prof Development  
**Jan 20** Martin Luther King, Jr. Day

February 2020						
Sun	Mon	Tue	Wed	Thu	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

**Feb 14** K-12 Professional Development (T3 Workshops)  
**Feb 17** Presidents' Day

March 2020						
Sun	Mon	Tue	Wed	Thu	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				

**Mar 23-27** Spring Break  
**Mar 26** Kuhio Day

April 2020						
Sun	Mon	Tue	Wed	Thu	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		

**Apr 10** Good Friday  
**Apr 23-24** K-8 Student Profile Meeting (HS Students only Report)  
**Apr 25** HS Mentorship Expo  
**Apr 27-28** HS Student Profile Meetings (K-8 Students only Report)

May 2020						
Sun	Mon	Tue	Wed	Thu	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

**May 13** Last Day for Seniors  
**May 16** High School Graduation  
**May 19** 9:00-10:00am 8th Grade Recognition  
**May 20** Last Day for K-11 (12:00 Dismissal)  
**May 21** Parent Conferences  
**May 22** Last Day for Teachers  
**May 25** Memorial Day