OFFICE OF SCHOOL FACILITIES AND SUPPORT SERVICES, REPROGRAPHICS STAFF

Quietly and effectively, the Reprographics staff services all of Hawaii’s public schools and offices. The 16-member team completes over 100 job requests monthly and hundreds of thousands of printed materials. Over the past four years, the office has been instrumental in meeting implementation plans of various Race to the Top projects while continuing its normal printing operations. The Reprographics staff is one of the unsung heroes of the Department of Education.

PEARL CITY HIGHLANDS ELEMENTARY SCHOOL, FRONT OFFICE TEAM, LEEWARD DISTRICT
Trisha Murakawa, Naomi Bien, Debra Miyasato.

The Pearl City Highlands Elementary Front Office Team’s impeccable can-do customer service attitude has tremendous impact on the school’s operation, satisfaction of staff and visitors, and the achievement of students. Their relationship with parents and students is credited with helping the school maintain an impressive 96 percent attendance rate. From organizing annual crafts and fundraisers to freeing the workload on teachers and assisting parents, the team fosters a welcoming and courteous atmosphere that inspires all to do their best.

OFFICE OF HUMAN RESOURCES, STATE INDUCTION TEAM
Robyn Tanaka, Lauren Kato, Danielle Mizuta, Kay Zane, Kacy Sumikawa.

Charged with promoting high quality induction, the State Induction Team has demonstrated exemplary initiative, outstanding work performance and innovation. They have worked tirelessly to meet Race to the Top induction and mentoring goals, significantly contributing to the success of the Strategic Plan. The team delivered over 50 days of instructional mentor training, developed a Beginning Teacher Summer Academy, and launched an e-mentoring hybrid program. Their work will help ensure children have an effective teacher.

WEST HAWAII TEACHER INDUCTION AND MENTORING PROGRAM, HAWAII DISTRICT
Sandy Cameli, Renee Calon, Patricia Robinson, with CAS Art Souza.

Kulia I Ka Nu’u – strive for the summit – is a fitting name chosen by this team to describe its work. They implemented an array of initiatives to support some 40 educators in their first and second years. Professional development focuses on topics ranging from analyzing student work and classroom management to differentiated instruction and teacher leadership. The team built a website as a resource for new teachers, and showcased their efforts at the 16th National New Teacher Center Symposium. They are enthusiastic, willing to take risks, and advocate for their mentors, beginning teachers, and ultimately, students.
Puletasi, Jyoti Castillo, Anne McKnight, Raelyn Tang, Michael Harano. Not pictured: Joan Fujio. Honolulu District.

Demonstration School – has tripled attendance in its annual AVID teaching some 100 seventh and eighth graders key strategies and skills needed to succeed in school and college. Washington Middle – Middle’s AVID Site Team. The 10-person team has excelled in the first and only middle school in Hawai‘i recognized as an AVID Front row, from left: Lee Anne Domingo, Jolyn Lee, Rosieta Ramiro, Gail Pottenger, Kristen Kimura. Back row, from left: Jill employees. But in a small school, Monica also is the school secretary, health aide, registrar and student record keeper. For always improving his service. In the 2014-15 school year, he will be implementing a computer system that will eventually allow parents to access meal account information online.

Empowering and inspiring students is a hallmark of Washington Elementary, Monica DeCosta is praised for her attention to detail, effortless grace under pressure, and timely and accurate reports of various fiscal accounts. She manages, trains and evaluates all clerical employees. But in a small school, Monica also is the school secretary, health aide, registrar and student record keeper. For always improving his service. In the 2014-15 school year, he will be implementing a computer system that will eventually allow parents to access meal account information online.

In addition to supporting campus functions such as award banquets, athletic events and band activities, Thomas is always improving his service. In the 2014-15 school year, he will be implementing a computer system that will eventually allow parents to access meal account information online.

For exemplary service and consistent superior performance over 12 months or more. The awardees are:

JAYE ARAKAKI
School Administrative Services Assistant, Baldwin High, Maui District.

Jaye Arakaki embodies Baldwin High’s motto of PRIDE, or Personal Responsibility. In Developing Excellence. Her positive attitude, strong work ethic and keen organization skills keep Baldwin High’s wheels turning. Among many accomplishments, Jaye is credited for clearing a seven-year personnel leave backlog and developing a system to keep accounts current. Despite her busy schedule, Jaye still finds time to volunteer with the Maui Food Bank and students’ fundraisers. As one employee remarked: “I have seen our office transform into an inviting, friendly and efficient place to work. That is the result of Jaye’s leadership.”

CYNTHIA KIMOTO
School Administrative Services Assistant, Iliahi Elementary, Central District.

From overseeing Iliahi Elementary’s local school account to a portable classroom construction, Cynthia is well versed in managing all aspects of a campus operation. Her service-oriented attitude is contagious, and she is the go-to person for troubleshooting. Her participation on the school’s Safety Committee was instrumental in making Iliahi the first elementary school to receive the 2012 Excellence in Safety Award.

The Program
The Department celebrates outstanding employees during the Annual Incentive and Service Awards ceremony. The award recognizes Department employees for special and continued contributions to improve the quality and effectiveness of school services. Their dedication inspires all of us who are working to make Hawaii’s public schools better for all students.

AIEA HIGH SCHOOL ACADEMIC REVIEW TEAM

Recognizing individuals who clearly demonstrate the benefits of working together.

THE TEAM EXCELLENCE AWARD OF MERIT

AIEA HIGH SCHOOL ELEMENTARY SCHOOL EDUCATIONAL ASSISTANTS

Makawao Elementary Educational Assistants contribute immensely to creating an effective learning environment for students. Working under the guidance of teachers and in collaboration with parents, they help develop programs and services tailored to students’ diverse and unique needs. Their commitment to professional growth through in-service training means the school no longer relies on outside contracts for paraprofessionals. Data show educational assistants have played a key role in enabling students to surpass their goals and objectives.

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