



STATE OF HAWAII
DEPARTMENT OF EDUCATION
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OFFICE OF THE SUPERINTENDENT

July 28, 2017

TO: Hawai'i Department of Education and Charter Schools, Complex Areas and State Offices

FROM: Keith T. Hayashi
Interim Superintendent

SUBJECT: Nā Hopena A'ō (HĀ) Design Teams Applications Open

The Office of Hawaiian Education (OHE) has been tasked to lead a 3-year pilot program (from February 2016-2019) of Nā Hopena A'ō (HĀ). HĀ is a department-wide framework to support the development of the skills, behaviors and dispositions that are reminiscent of Hawai'i's unique context and to honor the qualities and values of the indigenous language and culture of Hawai'i. As we investigate how HĀ best fits into our public education system, we are finding that HĀ encourages us to work together as a system with the broader community to develop the competencies that strengthen a sense of belonging, responsibility, excellence, aloha, total well-being and Hawai'i (BREATH) in ourselves, students and others. View the HĀ framework (see Appendix A).

HĀ Community Days

We believe that the best way to demonstrate HĀ is through direct experience. Throughout the state – schools, complex areas, state offices, and community based organizations (CBOs) are modeling HĀ. HĀ Community Days were developed as a way to build on existing school/ community partnerships and provide an opportunity to spread HĀ by having those who are supportive and inspired by the framework introduce HĀ to their community in a way that fits their context. HĀ Community Days embody the concept of “*ma ka hana ka 'ike*” (in doing one learns) by providing hands-on HĀ activities that strengthen BREATH.

In School Year 2016-2017, OHE hosted 16 Design Teams from across the state to a HĀ Designers Convening for the purpose of:

- 1) Deepening individual and collective understanding of the HĀ framework;
- 2) Identifying conditions needed to strengthen BREATH; and
- 3) Designing HĀ Community Days across the state where Design Teams introduce HĀ to their community.

Each Design Team included a: 1) school and/or complex area staff member, 2) student, and 3) CBO representative. Many teams also included a kupuna (elder) or other individuals key to planning and hosting the HĀ Community Day. The HĀ Community Days were a great success and demonstrated the incredible diversity of our communities and approaches that can be used

to share HĀ. Read more and check out videos from 10 of the HĀ Community Days here:
<http://hasummit2017.weebly.com/h256-community-days.html>.

To build on this success, OHE will be opening up the opportunity to 20 Design Teams to participate in the second HĀ Designers Convening on October 9, 2017 and subsequently host a HĀ Community Day from October 2017 until January 2018. This memo announces the launch of the HĀ Design Team application open to any HIDOE public or charter school, complex area, or state office.

HĀ Design Team Expectations and Process

As much as possible, we hope that participation on a Design Team is not an added burden, but can be integrated and support current work, while strengthening the partnership between schools, complex areas, state offices, and CBOs. If you are interested in forming a Design Team and hosting a HĀ Community Day, please read the following details to determine whether you can commit to the full process.

Expectation	Date	Location
Organize a HĀ Design Team consisting of, at minimum: <ol style="list-style-type: none"> 1. A school, complex area, or state office staff member; 2. A student (unless the team is from the State Offices); and 3. A community based organization representative. <p>The Design Team consists of the individuals responsible for the design, planning, and hosting of the HĀ Community Day. Your team may expand in the process of planning, but the Design Team will be the ones who attend the Designers Convening and are the main points of contact for OHE.</p>	August 2017	
Once the team is formed, complete the online HĀ Design Team application (see Appendix B). https://goo.gl/forms/UQ7PwpcZxQKBv2N43	Applications due by Friday, September 8, 2017	
Design Team attends the HĀ Designers Convening to engage with the other teams from across the state, deepen understanding of HĀ, and plan for hosting a HĀ Community Day. The school, complex area or state office staff member will be responsible for: <ol style="list-style-type: none"> 1. Notifying and working with your school SASA, Complex Area Branch Manager, or other, managing funding allocated to your school, Complex Area, or state office to support the HĀ Community Day; and 2. Communicating with OHE staff to keep them informed of progress. <p>Note: Submission forms for travel, budgets, and other materials need to be submitted by the deadline. No exceptions.</p>	Monday, October 9, 2017	Waipahu High School
Design Team hosts a HĀ Community Day	October 2017 through January 2018	In your community

Design Team provides information to OHE on the HĀ Community Day to be shared on the HĀ Summit website	End of January 2018	Via email
Select members of the Design Team to attend the HĀ Summit and present on their experience planning and hosting a HĀ Community Day.	Friday – Saturday, March 9-10, 2018	Windward Community College, Kaneohe, O’ahu
Design Team be available to present at future events to share their experience	OHE will send out requests for participation as relevant	Statewide

The suggested process for participating is as follows:

1. Identify a Design Team and ensure that all Design Team members have received permission to participate from supervisors, parents, or others who need to be informed of your involvement.
2. Review how Design Teams organized their HĀ Community Days last year (<http://hasummit2017.weebly.com/h256-community-days.html>) and discuss with your team ideas for introducing HĀ to your community through a HĀ Community Day. For the application, you will be asked to share your definition of your community and potential ideas for introducing HĀ. You will be able to clarify and further plan the HĀ Community Day at the Designers Convening. HĀ Community Days should embody the concept of “*ma ka hana ka ‘ike*” (in doing one learns) meaning that they should be experiences where communities learn about HĀ in their local context, engage in hands-on HĀ activities that strengthen BREATH, and are able to share HĀ with others after participating. It is up to your team to determine what is the best approach for HĀ in your context.
3. Submit an online application to participate that includes design team members, the reason why you are interested in participating, and potential ideas for your HĀ Community Day. Applications can be found at: <https://goo.gl/forms/UQ7PwpcZxQKBv2N43>.

Resources

In order to support the work, OHE will allocate resources to the designated school, complex area, or state office of the Design Team staff member. The funds will be for:

1. A teacher stipend will be provided in order to attend the HĀ Designer Convening as the date is during Fall Break. Limited to one teacher per Design Team;
2. A \$1000 stipend to support costs for hosting the HĀ Community Day; and
3. Neighbor island: airfare, ground transportation (one rental car per team), and airport parking for the Design Team to attend the HĀ Designers Convening. OHE will cover up to 4 members to travel for the HĀ Designers Convening. You may bring one more person above the 4 at your own cost.
4. Breakfast and lunch will be provided at the HĀ Designers Convening.
5. No per diem will be provided to attend the HĀ Designers Convening.
6. Costs will also be covered to attend the HĀ Summit on Friday-Saturday, March 9-10, 2018. More details to come on supports to attend the HĀ Summit.

OHE will also provide:

7. HĀ materials such as posters and handouts;
8. Support with design if requested; and

9. Regular updates to keep your team connected and informed with other regional teams.

Timeline:

1. **Tuesday, August 1, 2017:** Applications open for HĀ Design Teams
2. **Friday, September 8, 2017:** Applications close. Late applications will not be accepted.
3. **Friday, September 15, 2017:** Acceptance or denial emails sent.
4. **Friday, September 22, 2017:** Emails confirming participation from accepted Design Teams sent to Jessica Worchel, HĀ Special Projects Manager at, jessica_worchel@notes.k12.hi.us and Kiwa Fong, kiwa_fong@notes.k12.hi.us. Late acceptance emails will not be accepted. The email should also include:
 - a. Parent/Legal Guardian Authorization for Student Participation and Travel form for any student Design Team members ([Form SA-1](#))
 - b. Request/Approval for Intra-state Travel Form for any neighbor island Design Team members ([Form 437a](#), on staff Intranet).
5. **Monday, October 9, 2017:** HĀ Designers Convening at Waipahu High School
6. **Late October 2017 through January 2018:** host HĀ Community Day
7. **Prior to HĀ Summit:**
 - a. Create a short presentation about the HĀ Community Day to share on the HĀ website and at the HĀ Summit. See examples: <http://hasummit2017.weebly.com/h256-community-days.html>.
 - b. Register during pre-registration for the HĀ Summit.
 - c. Submit any related documents needed to participate.
8. **Friday & Saturday, March 9 - 10, 2018:** Attend the HĀ Summit at Windward Community College on Oahu.

If you have any questions, please contact Jessica Worchel, HĀ Special Projects Manager by email at, jessica_worchel@notes.k12.hi.us or by phone at (808) 372-8743. Mahalo for your consideration and we hope you are able to join and help spread the HĀ.

KTH:JW:lh

Attachments:

- c: Deputy Superintendent
Assistant Superintendents
Complex Area Superintendents
Superintendent's Office Director
State Public Charter School Commission Office