

‘IOLANI SCHOOL

FAMILY HANDBOOK 2025-26

One Team · Rich in Tradition · Embracing the Future

Contents

Welcome	1
2025–26 School Year	2
Important Phone Numbers	3
Mission Statement	4
Accreditation and Memberships	4
History of 'Iolani School	5
Health Policies and Procedures	6
Health Services	6
Illness Policies and Procedures	6
Reporting an Illness, Injury, or Health-Related Situation	6
Pick-Up Policy	7
Conditions Requiring Exclusion from School	7
Criteria for Returning to School Following Illness	7
Participation in Athletics or Extracurricular After School Activities	8
Injury Policies and Procedures	8
General Health Policies and Procedures	8
Admission	10
Day Admission	10
Residential Admission	11
International Student Admission and Enrollment	11
Tuition and Fees	12
Financial Aid	12
Payment of Tuition	12
Residential Life	14
Lower School	15
Daily Regulations	19
Dress Standards	19
Daily Schedule	20
Upper School	21
Upper School Schedule	22
Athletics	23
Extracurricular Activities	25
College Counseling	26
The Tsuzuki Group Library	28

One-to-One iPad Program	29
Student Rules	30
Behavior	30
Academic Honesty	31
Harassment Policy	31
Sexual Misconduct Policy	32
Upper School Attendance	32
Use of Electronic Devices	34
Upper School Daily Regulations	36
Upper School Dress Standards	37
Study Halls	37
Canceled Classes	38
Travel Rules	38
Senior Open-Campus Privileges	38
Tutoring Policies	39
Counseling and Guidance	39
Community and Civic Engagement	40
Privacy and Disclosure Policies	41
Student Education Records	41
'Iolani 'Ohana Parent Organization	43
'Iolani Fair	43
Fundraising Policies	44
'Iolani Parent Portal (via Veracross)	45
Special Programs	45
After School and Summer Programs	45
Plant and Facilities	46
Campus Maps	48-50
Emergency Procedures	51
KA'I Programs	52
Board of Governors	53
Faculty & Staff	54



Welcome to the 2025–26 school year.

This handbook provides parents/guardians and students with information regarding ‘Iolani School’s policies and services. We ask all families to read this handbook to be familiar with the many activities and opportunities available to students, as well as what is expected of all students. Please refer to this handbook as needed throughout the school year. The school also reserves the right to modify the guidelines stated in this handbook as necessary.

We hope the information presented is helpful and contributes to a happy and fulfilling school year. Thank you.

**For updated information, please visit www.iolani.org*

2025–26 School Year

2025

Tuesday, August 19	Residential Life New Student Move-in and Orientation Programming
Saturday, August 23	Residential Life Returning Student Move-in and ResLife Programming
Tuesday, August 26	First Day of the 2025-26 School Year
Monday, September 1	Labor Day School Holiday (Offices Closed)
Monday, September 29	Head of School Holiday (Offices Closed)
Monday, October 13	Indigenous Peoples' Day School Holiday (Offices Closed)
Tuesday, October 14	PSAT Exam/Professional Development Day US Early Dismissal/No LS Classes
Friday, October 24	Fall Break No US/LS Classes (Offices OPEN)
Friday, November 7	K-3 Parent-Teacher Conferences No K-3 Classes
Tuesday, November 11	Veterans Day (Observed) School Holiday (Offices Closed)
Friday, November 14	K-3 Parent-Teacher Conferences No K-3 Classes
Thursday, November 27	Thanksgiving Day Campus Closed (No Events)
Friday, November 28	Thanksgiving Holiday School Holiday (Offices Closed)
Friday, December 19	Christmas Vacation Begins (Offices OPEN)
Friday, December 19	Residence Hall Closes at 4 p.m.

2026

Saturday, January 3	Residence Hall Opens at 8 a.m.
Monday, January 5	School Resumes
Thursday, January 15	US Semester Exams/LS Professional Development Day (No US/LS Classes)
Friday, January 16	US Semester Exams/LS Faculty Workday (No US/LS Classes)
Monday, January 19	Martin Luther King Jr. Day School Holiday (Offices Closed)
Monday, February 2	Head of School Holiday (Offices Closed)
Monday, February 16	Presidents' Day School Holiday (Offices Closed)
Monday, March 2	Head of School Holiday (Offices Closed)
Friday, March 20	Spring Vacation Begins (Offices OPEN)
Friday, March 20	Residence Hall Closes at 4 p.m.
Friday, March 27	Kūhiō Day (Observed) School Holiday (Offices Closed)
Saturday, March 28	Residence Hall Opens at 8 a.m.
Monday, March 30	School Resumes
Friday, April 3	Good Friday School Holy Day (Campus Closed) (No Events)
Friday, April 17	'Iolani Fair
Saturday, April 18	'Iolani Fair
Monday, April 20	Head of School Holiday (Offices Closed)
Monday, May 25	Memorial Day School Holiday (Offices Closed)
Friday, May 29	Last Day of US Classes
Sunday, May 31	Baccalaureate Chapel — 7 p.m.
Monday, June 1	US Exam Reading Day (No US Classes/LS Classes in Session) (Offices OPEN)
Tuesday-Thursday, June 2-4	Final Exams (No US Classes)
Thursday, June 4	Last Day of Lower School Classes
Friday, June 5	ResLife (Grades 9-11) Residence Hall Closes at 4 p.m.
Saturday, June 6	Class of 2026 Graduation — 5 p.m.
Sunday, June 7	ResLife (Grade 12) Residence Hall Closes at Noon
Thursday, June 11	Kamehameha Day School Holiday (Offices Closed)
Monday, June 15	First Day of Summer School Classes
Friday, June 19	Juneteenth Holiday School Holiday (Offices Closed)
Friday, July 3	Independence Day (Observed) School Holiday (Offices Closed)

»Visit www.iolani.org for additional calendar listings.

Important Phone Numbers

‘Iolani School’s main phone number is 808-949-5355. Specific office numbers are listed below.

Admission Office (Day)	808-943-2222
Admission Office (Boarding)	808-943-2279
Advancement Office	808-943-2327
After School Care	808-943-2242
Alumni Office	808-943-2309
Attendance — Lower School (K-6)	808-943-2227
Attendance — Upper School (7-12)	808-943-2207
Attendance — Illness or Injury	808-943-2249
Athletic Office	808-943-2208
Business Office.	808-943-2211
Cafeteria	808-943-2223
Campus Store.	808-943-2203
Chapel	808-943-2205
College Counseling	808-943-2268
Communications/PR.	808-943-2347
Counseling — Lower School	808-943-2225
Counseling — Upper School	808-943-2238
Financial Aid Office.	808-943-2397
Fair Office	808-943-2339
Head of School.	808-943-2202
Information Technology Services (ITS)	808-943-2358
Infirmary	808-943-2249
Library — Lower School	808-943-2278
Library — Upper School	808-943-2215
Main Office — Lower School	808-943-2227
Main Office — Upper School	808-949-5355
‘Ohana Office.	808-943-2345
Performing Arts Office.	808-943-2244
Residential Admission	808-943-2379
Residential Life.	808-943-2231
Security	808-478-9253
Special Programs.	808-943-2262
Sullivan Center.	808-943-2349
Summer Programs.	808-943-2262

»Visit www.iolani.org for a faculty and staff directory.

Mission Statement

‘IOLANI SCHOOL is a coeducational, college-preparatory school for grades K-12 founded upon Christian principles. Its mission is to develop liberally educated, well-rounded individuals who are well-prepared for higher education and for responsible, moral citizenship. To foster academic excellence and personal growth in every individual, a school must be challenging and competitive yet compassionate and humane. The ‘Iolani motto, “One Team,” expresses the spirit of unselfish cooperation and mutual support among faculty, staff, coaches, parents/guardians, and students. ‘Iolani is committed to the following ideals:

- » An education which reflects its Episcopal Church heritage and provides a spiritual foundation for the development of personal values and moral integrity.
- » An exemplary college-preparatory curriculum with small classes, personalized instruction, and frequent occasions to speak, listen, think, and write.
- » The development of individuals who are creative and inquisitive, who analyze and synthesize information to solve problems, and who conduct themselves with confidence, discretion, tolerance, and compassion.
- » A student body diverse in cultural, ethnic, and socioeconomic backgrounds who bring the best combination of intellect, talent, character, and leadership to the school.
- » Programs which offer students ample opportunity to develop their ability and confidence in intellectual, spiritual, social, artistic, and physical pursuits.
- » A balance of commitment to personal growth and concern for others.
- » Lifelong learning and active, informed, and productive citizenship in local, national, and global communities.

Accreditation and Memberships

Accredited by the Western Association of Schools and Colleges
Licensed by the Hawai‘i Council of Private Schools

Member of:

National Association of Independent Schools (NAIS)
Hawai‘i Association of Independent Schools (HAIS)
Enrollment Management Association (EMA)
Educational Records Bureau (ERB)
College Entrance Examination Board (CEEB)
National Association for College Admission Counseling (NACAC)
National Association of Episcopal Schools (NAES)
Council for Spiritual and Ethical Education (CSEE)
The Association of Boarding Schools (TABS)
Council for Advancement and Support of Education (CASE)
Association for Supervision and Curriculum Development (ASCD)
Independent School Management (ISM)

History of ‘Iolani School

‘IOLANI’S HISTORY is closely interwoven with the story of Hawai‘i. In 1862, following a request from King Kamehameha IV and Queen Emma to the Church of England, the first Anglican bishop and priests arrived to establish the Anglican Church mission. By 1863, Bishop Thomas N. Staley had formed the Hawaiian Reformed Catholic Church, which would later become the Anglican Church of Hawai‘i. Bishop Staley and the Rev. George Mason, with the patronage of the King and Queen, also founded St. Alban’s College. This was the beginning of the present ‘Iolani School.

The school, under the direction of Father Mason, spread to Lahaina, Maui, following the mission. In 1868, Father Mason returned to O‘ahu and the two schools were merged into one at the Honolulu site. The school also soon underwent a name change to ‘Iolani College, the bestowing of which has been attributed to both Queen Emma and King Kamehameha IV. In both cases, the name “‘Iolani” (Hawaiian for “heavenly hawk”) is meant to honor the late King Kamehameha IV, who was born Alexander Liholiho ‘Iolani.

After the overthrow of the Hawaiian Kingdom and the annexation of Hawai‘i to the United States, the American Episcopal Church assumed jurisdiction over the school. ‘Iolani moved from its Nu‘uanu Valley home to the Cathedral grounds where it remained until 1927, when it returned to Nu‘uanu. ‘Iolani continued to grow, resulting in the move of the Lower School to the current Ala Wai property in November 1946. The last graduating class to attend the Nu‘uanu campus was the Class of 1953. The whole school was operational at the Ala Wai campus by fall 1953.

‘Iolani’s growth since 1953 has been phenomenal. Starting with a few wartime wooden buildings, the school has gradually built a multimillion-dollar campus provided with the latest equipment. From a small mission school for young men, founded during the reign of King Kamehameha IV, ‘Iolani has grown into one of the largest independent schools in the nation. In fall 1979, the girls were admitted to ‘Iolani for the first time. After nearly 60 years, the boarding program was reinstated and in 2018 a new Residence Hall was built on campus.

More than 2,000 students of diverse racial and religious heritage currently attend the school’s 13 grade levels (K-12). The students work through a curriculum which prepares them for college, but the school also strives through its religious, athletic, and extracurricular programs to intensify and broaden the capacities of its students so they may enter the world not only with trained minds, but also with a sense of personal worth and responsibility to mankind.

The sustaining heart of a school is its faculty. ‘Iolani’s teachers come from across the U.S. and other parts of the world and bring a wealth of experience and background to their students. They form a disparate group, but one that is united by a common dedication to excellence in education and by a love of children.

Although ‘Iolani is related by tradition to the Episcopal Church, the school accepts students of any religious background. The requirements for admission are scholastic ability, good character, and the promise of leadership.

‘Iolani School Prayer

Almighty God, the fountain of all wisdom and goodness;
We beseech Thee to regard with favor and to visit with Thy blessing, this school of Christian learning and truth. Endue its teachers with wisdom and sympathy, with patience and right judgment; And to all its pupils grant Thy fatherly care and protection. Give us a spirit of cheerful obedience, of faithful industry, of unselfish consideration, and of kindly courtesy. Guide us by Thy Holy Spirit into the paths of truth and goodness, that we may grow in grace and knowledge of our Lord and Savior Jesus Christ. Amen.

Alma Mater

O ‘Iolani, at thy call we gather,
To pledge anew our loyalty and love.
Bound fast to thee by bonds no power can sever, We rise for thee, our firm faith to prove.

We will stand strong and with proud hearts salute thee;
Love stands supreme, our faith shall not move.

Here friendships weave their mystic strands forever, A fellowship that time shall not defy;
Here dreams of youth take shape and spring to being, Eternal as the earth, sea, and sky.
With vision clear, our minds, our hearts stand open;
We will keep faith, our love shall not die.

— Words by Rev. Albert H. Stone (Music to “Finlandia”)

Health Policies and Procedures



HEALTH SERVICES

The Infirmary is open during the school day to ensure the optimal health and well-being of all students, faculty, and staff. Nurses will provide basic first aid for minor injuries obtained on campus and help manage the onset of symptoms or illnesses that arise during the school day. In addition, nurses will work together with students, parents/guardians, athletic trainers, medical doctors, and school faculty to give students the highest level of wellness while on campus.

The Infirmary has temporarily relocated to the Art Building, in the first-floor Art Gallery. It is staffed from 7:15 a.m. to 5:30 p.m., Monday through Friday, when school is in session. Nurses may be contacted at 808-943-2249 or infirmary@iolani.org.

The ResLife Wellness Clinic is located on the first floor of the Residence Hall. ResLife students are welcome to visit either the Infirmary or ResLife Wellness Clinic during the school day. The ResLife nurses may be contacted at 808-292-2667 or resinfirmary@iolani.org.

ILLNESS POLICIES AND PROCEDURES

Iolani School works diligently to provide a safe and healthy campus for all students. If a student is exhibiting any signs or symptoms of illness, we ask for parent/guardian partnership in preventing the spread of illness by keeping the student at home. Sending students to school when they are ill exposes their peers to the same illness.

We highly discourage students who are not feeling well in the morning to come to school late as this contributes to the spread of illness. Students who do not feel well at the beginning of the school day should stay at home the entire day.

REPORTING AN ILLNESS, INJURY, OR HEALTH-RELATED SITUATION

The Infirmary manages all student absences due to illness or injury. If your child will be absent due to illness or injury, please contact the Infirmary by 8 a.m. at 808-943-2249 or infirmary@iolani.org. Notifying the Infirmary of any illness or injury, whether on campus or at home, is an important element in keeping the overall community safe and healthy.

OUTSIDE SCHOOL HOURS

A parent/guardian will need to contact the Infirmary at 808-943-2249 or infirmary@iolani.org if:

- » A student is feeling ill or injured and cannot report to school.
- » A student tests positive for COVID-19, influenza, strep throat, RSV, or mononucleosis.
- » A student is newly diagnosed with a medical condition, will require surgery or hospitalization, or is injured and requires accommodations while in school.

DURING SCHOOL HOURS

Students who are feeling ill or are injured while in school should do the following:

- » Come to the Infirmary with teacher notification or during passing, free period, or lunchtime.
- » Avoid calling their parents/guardians for pick up before coming to the Infirmary.
- » Nurses at the Infirmary will assess the student and determine if they are too ill or injured to remain in school or can be treated and return to classes. Nurses will contact the parent/guardian to arrange pick up from school if a student is too ill or injured to remain in school. Parents/guardians of any student who drives or comes to school independently (e.g., walks to school, takes the bus or Uber, etc.) will be contacted for permission to be independently released from school.

- » All students leaving the campus during the school day because of an illness must have permission from the school and check-out in person with the Infirmary.

PICK-UP POLICY

If the Infirmary notifies a parent/guardian that a student must be picked up from school because they are ill, please arrange for pick up within one hour of notification. If a parent/guardian is not available, the emergency contact will be called. If parents/guardians are traveling and out of town for an extended period, please notify the Infirmary in case the school needs to contact someone should the student become ill during school.

Any student sent home ill during the day may not participate in any extracurricular activities that day.

CONDITIONS REQUIRING EXCLUSION FROM SCHOOL

COMMUNICABLE DISEASE

Parents/guardians are required to notify the Infirmary at 808-943-2249 or infirmary@iolani.org if their child has been diagnosed with or is being tested for any communicable disease.

Any student who has been diagnosed with the following conditions may be required to present a primary-care physician's note clearing them to return to school and be authorized by the school to return. Parents/guardians must also contact the Infirmary and speak to a nurse prior to the student's return.

- » Scabies
- » Respiratory Syncytial Virus (RSV)
- » Conjunctivitis (pink eye)
- » COVID-19
- » Influenza
- » Hand, foot, and mouth disease
- » Measles, mumps, rubella
- » Active tuberculosis
- » Chicken pox
- » Fifth disease
- » Mononucleosis
- » Pneumonia
- » Strep throat
- » Impetigo
- » Scarlet fever

CRITERIA FOR RETURNING TO SCHOOL FOLLOWING ILLNESS

GENERAL PROCEDURES AND CLEARANCE

The following procedures must be followed for clearance to return to school for ALL students in grades K-12 who have been absent from school due to illness for any length of time:

- » A physician's note of clearance is required for ALL students that have been ill and absent for three days or more.
- » On their first day back at school, at the direction of the Infirmary, students **MUST** go directly to the Infirmary to be assessed by a nurse and submit any physician's notes they may have obtained. If the student is symptomatic or deemed not eligible to return by a nurse, a parent or guardian will be notified and the student will be sent home.

SPECIFIC GUIDANCE FOR GENERAL ILLNESS

Any student who has been absent from school due to an illness must meet ALL the following criteria to return to school:

- » Fever-free (99.9 F or lower) for the past 24 hours without fever-reducing medication.
- » Diarrhea and/or vomiting must be resolved for 24 hours prior to return to school.
- » Symptom-free or experiencing symptoms improving over the past 24 hours.
- » **For any student absence of three days or more, parents or guardians must inform the Infirmary of the reason for the absence and obtain a note of clearance to return to school from the student's primary care physician.**

SPECIFIC GUIDANCE FOR FEVER

A fever is any body temperature elevation over 100 F (37.8 C). A healthy person's body temperature fluctuates between 97 F (36.1 C) and 100 F (37.8 C), with the average being 98.6 F (37 C).

- » Students with a fever must stay home until fever-free for 24 hours without fever-reducing medication. If a student is sent home from school with a fever, they will not be allowed to attend school the next day.
- » Upon return to campus, the student must report to the Infirmary before homeroom for a temperature check and to be cleared by a nurse to be in school.
- » If the student is found to still have a temperature over 100 F (37.8 C) or has taken fever reducing medications in the past 24 hours, the student will not be allowed to attend classes and parents/guardians will be called to pick the student up.

PARTICIPATION IN ATHLETICS OR EXTRACURRICULAR AFTER SCHOOL ACTIVITIES

All students claiming illness and arriving at school later in the day must check in with the Infirmary by noon with a physician's note in order to participate in athletics or any extracurricular activities that day. The note should be submitted in person to the Infirmary by the student upon arrival on campus. Any student sent home ill during the school day or absent from school may NOT participate in any extracurricular activities that day.

INJURY POLICIES AND PROCEDURES

Any student who has an injury requiring accommodations while on campus must check in with the Infirmary before homeroom on the first day back in school with a note of clearance or restrictions from their primary-care physician. The note must indicate specific medical instructions and/or restrictions along with the date of the next physician follow-up. A clearance note stating that the student is cleared "with no restrictions" will be required before the student is allowed to return to any activities from which they were originally restricted (e.g., PE, sports, dance, etc.). The clearance note should be submitted to the Infirmary by the student, in person before homeroom, on the first day back in school.

GENERAL HEALTH POLICIES AND PROCEDURES

HEALTH REQUIREMENTS

Physical examinations, immunizations, and TB clearance must be in compliance with Hawai'i State Law and 'Iolani School policy. Please refer to your child's Magnus Health account for information on these requirements. Should you have any questions, please contact the 'Iolani School Infirmary at 808-943-2249 or infirmary@iolani.org.

Physical Examinations: Students are required to have an annual physical examination completed by a U.S. licensed practitioner (e.g., an MD, DO, ND, PA or APRN). Physical examinations must be documented on the 'Iolani health form and uploaded to Magnus Health by parents/guardians. Exams will expire 12 months from the date of examination. Students will not be allowed to participate in athletics with an expired physical exam on file.

Immunization Record: Students are required to meet State of Hawai'i immunization requirements. All immunizations must meet minimum age and interval requirements between vaccine doses. Immunization records must be signed by a U.S. licensed practitioner (e.g., an MD, DO, ND, PA, or APRN) and uploaded to your child's Magnus Health account. A computer-generated printout of immunizations signed by the physician is acceptable.

TB Clearance: Newly enrolled students must have a State of Hawai'i TB clearance, TB form F, completed by a U.S. licensed practitioner (e.g., an MD, DO, ND, PA, or APRN) upon entry to 'Iolani School. All residential students are required to have an annual TB clearance form completed. Screening must be completed no earlier than four months prior to the start of school.

HEALTH RECORDS — MAGNUS HEALTH

'Iolani School maintains electronic health records for each student, including health forms submitted annually through Magnus Health, a secure and private portal. In certain situations, it may be necessary to share information contained in the health records with the faculty and/or staff of the school if, in the school's judgment, such disclosure is required for the student's health or educational needs. In emergency situations involving the health or safety of the student, the school may disclose such information to other parties.

Newly enrolled families will have access to Magnus Health at the end of June through early July. Parents/guardians will receive an email with access to the Veracross Parent Portal which has a link to Magnus Health as well. Returning families may access Magnus Health at any time to update health information and submit forms. Please do NOT use the Magnus Health App.

Magnus Health is programmed to send parents/guardians weekly email reminders eight weeks in advance of a requirement expiring. This is to give parents/guardians ample time to schedule appointments with physicians. All requirements in Magnus Health, with the exception of the health form, are due annually by August 1.

HEAD LICE ('UKU) POLICY

Should head lice be discovered on your child at home, please notify the school nurses at 808-943-2249 or email at infirmary@iolani.org.

Should head lice be discovered during the school day, parents/guardians will be required to pick up the child from the Infirmary and take them home for treatment.

Procedure to return to school after head lice has been found:

- » Hair has been treated at home.
- » Nits have been removed and hair combed through.
- » Student will need to check in with the Infirmary on the first day back for a head check, before going to the classroom. If live lice are still found, student will be sent back home.

MEDICATIONS

If a student requires prescription medication during the school day, please contact the Infirmary at 808-943-2249 for specific directions and support. Students are not permitted to carry prescription medications without prior authorization from the Infirmary.

1) Short-term medications (i.e., medications requiring administration for 10 days or less)

- » Parent/guardian must contact the Infirmary to arrange the administration of the medication.
- » The medication must be clearly labeled with the child's name, medication name, and dosage directions in a pharmacy-dispensed container. An extra container may be requested from the pharmacy to keep the medication stored at school and at home.
- » An Administration of Prescription Medication form must be completed by the child's parent/guardian and submitted to the Infirmary with a supply of the medication.
- » Student must come to the Infirmary without a reminder for their daily medications.

2. Long-term medications (i.e., medications required daily during the school day)

- » Parent/guardian must contact the Infirmary to arrange the administration of the medication.
- » The medication must be clearly labeled with the child's name, medication name, and dosage directions in a pharmacy-dispensed container. An extra container may be requested from the pharmacy to keep the medication stored at school and at home.
- » An Administration of Prescription Medication form must be completed by the child's prescribing physician and parent/guardian and submitted to the Infirmary with a supply of the medication.
- » Student must come without a reminder for their daily medications.

3. Post-procedure/Post-injury/Post-operative medication

- » Students being treated for pain — either post-operatively, post-procedure, or post-injury — must be able to function without narcotic medication while in school. Parents/guardians should speak with the Infirmary to be sure the medication prescribed is non-narcotic before the student's return to school.
- » Students may be in school while taking over-the-counter or non-narcotic pain medications. Students may come to the Infirmary for administration of over-the-counter medications as needed. Parents/guardians must indicate consent for over-the-counter medications through Magnus Health.

4. Epinephrine injections for emergency use

- » All students requiring epinephrine must have a food allergy and anaphylaxis emergency-care plan and authorization for self medication administration form, completed by the prescribing physician, on file in Magnus Health.
- » Students with life-threatening allergies, which may require the use of epinephrine, are required to supply their own epinephrine.
- » Students should carry their epinephrine in their bag or on their person so it is readily available in an emergency.
- » Students with prescribed epinephrine are required to bring them on all field trips.

- » The Infirmary has a supply of epinephrine available for emergency use. Every first-aid bag for field trips will have a supply of epinephrine for emergency use.
- » Infirmary nurses are available to support students with life-threatening emergencies and can administer epinephrine.

5. Over-the-counter medications

- » The Infirmary has over-the-counter medications for administration to students with parental consent in Magnus Health.

6. Other student medication needs

- » All insulin-dependent diabetic students must have a diabetes action plan on file in Magnus Health. Diabetic students are permitted to carry supplies and medications needed to manage diabetes. Infirmary nurses are available to support diabetic students as needed.
- » All students with an asthma diagnosis must have an asthma action plan and authorization for self medication administration form on file in Magnus Health. Asthmatic students are permitted to carry inhalers needed to manage their asthma.
- » All students with a seizure diagnosis must have a seizure action plan and authorization for self medication administration form, if applicable, on file in Magnus Health. Seizure rescue medications that are controlled substances must be stored in the Infirmary.

SLIPPER PASS (GRADES 7-12)

Slipper passes for medical issues such as injuries, cuts, or blisters should be obtained from the Infirmary before homeroom.

All passes received after 7:40 a.m. will be unexcused and result in detention.

Students with broken shoes, wet shoes, or who have forgotten their shoes should request a slipper pass from the attendance window.

A student with a slipper pass for medical reasons is not eligible for participation in PE or athletics for the date(s) of the slipper pass.

LONG-TERM SLIPPER PASS

Any student requiring a long-term slipper pass for a medical issue that is estimated to last longer than three days must submit a physician's note to the Infirmary. The physician's note must specify limitations and estimated duration of medical issues as well as a follow-up date for clearance. Long-term slipper passes will be granted based on the limitations and duration of the physician's note. Any student with a long term slipper pass may not participate in athletics for the duration of the pass.

Admission



DAY ADMISSION

‘Iolani School offers challenging academics, competitive athletics, and exciting performing and visual arts programs in a stimulating and supportive environment. Total enrollment is approximately 2,300 students, with about 750 students in the Lower School and 1,550 students in the Upper School. The average class size is 16, and students enjoy a 10:1 student-teacher ratio. Admission to ‘Iolani is competitive as there are more applicants than spaces available.

We are honored to receive applications from many children seeking admission to ‘Iolani School. It is a privilege to get to know applicants throughout the process, and we take this responsibility seriously. There are no spaces reserved or quotas for any group. All applicants are reviewed on their ability to be happy and successful at ‘Iolani.

Approximately 300 new students from diverse economic, cultural, and religious backgrounds are admitted to ‘Iolani each year. Students enter at kindergarten, sixth, seventh, eighth, and ninth grades, and occasionally at grades 10 and 11.

When considering applicants for admission to ‘Iolani, the Admission Committees look for academic promise and achievement, co-curricular involvement, creativity, good character, and the desire for a college-preparatory education. The committees select students who will benefit most from the ‘Iolani program and who, in turn, will contribute to the life of the school.

Essential to the admission process are the student’s academic records, teacher recommendations, and test scores. Kindergarten candidates come to campus on two occasions: once for an individually administered test and a second time for a group readiness test. Students applying to grades six through 11 take the Secondary School Admission Test (SSAT). Personal interviews and writing samples are part of the admission process for grades six through 11.

After a student is offered admission, a signed enrollment agreement and a \$500 deposit are required to hold a student’s space for the following school year. The signed agreement and deposit for the 2026-27 school year are due by April 15, 2026, for grades six through 11 and May 11, 2026, for kindergarten.

Parents/guardians who wish to be considered for financial aid should apply online. Details and deadlines will be communicated to all admission applicants and are also available on the ‘Iolani Financial Aid website. Applying for financial aid will not impact a candidate’s admission decision. Please refer to the Financial Aid section for more details.

Applications for the 2026-27 school year will be available beginning August 1, 2025. The age guidelines for kindergarten applicants are as follows:

- » For all genders, birth dates between June 1, 2020 and August 31, 2021, are eligible to apply.
- » For more information, see the admission website: www.iolani.org/admission

The application deadline for kindergarten is October 15, 2025. The application deadline for grades six through 11 is November 15, 2025. All supporting documents are due by January 31, 2026. Candidates who apply after January 31, 2026, face a more competitive admission situation and are considered on a space-available basis.

For admission information and application materials for the Day Program, please call the Office of Admission at 808-943-2222, or go to ‘Iolani’s website and apply online.

- » E-mail: admission@iolani.org
- » Website: www.iolani.org/admission

‘Iolani School does not discriminate on the basis of race, color, national or ethnic origin, gender, age, or disability in areas of admission, financial aid, athletics, or other school-administered programs.

RESIDENTIAL ADMISSION

‘Iolani School’s Boarding Program is for grades nine through 12 and welcomes students from our neighboring Hawai‘i islands, the continental U.S., and countries around the world to reside in our Residence Hall and experience life as ‘Iolani students.

When considering applicants for admission to ‘Iolani, the Admission Committee looks for academic promise and achievement, co-curricular involvement, creativity, good character, and the desire for a college-preparatory education. The committee selects those students who will benefit most from the ‘Iolani program and who, in turn, will contribute to the life of the school.

Essential to the admission process are the student’s academic records, teacher recommendations, and the Secondary School Admission Test (SSAT) results. Applicants whose native language is not English must provide proof of English proficiency with a TOEFL, IELTS, or Duolingo English Test score. An in-person or virtual interview is also part of the admission process.

After a student is offered admission, a signed enrollment agreement and a \$2,500 deposit are required to hold a student’s space for the fall beginning of the school year. The agreement and deposit for the 2026-27 school year are due by April 10, 2026.

Applications for the 2026-27 school year are available beginning August 1, 2025.

The application deadline for the ninth, 10th, and 11th grades is January 15, 2026. Candidates who apply after the January 15, 2026, deadline are considered on a space-available basis.

For admission information and application materials for the boarding program, please call the Office of Residential Admission at 808-943-2379 or go to ‘Iolani’s website and apply online.

» E-mail: boarding@iolani.org

» Website: www.iolani.org/boarding

‘Iolani School does not discriminate on the basis of race, color, national or ethnic origin, gender, age, or disability in areas of admission, financial aid, athletics, or other school-administered programs.

INTERNATIONAL STUDENT ADMISSION AND ENROLLMENT

As a Student and Exchange Visitor Program (SEVP)-designated school, ‘Iolani School must verify the appropriate visa status of all international students. After initial verification, it is the responsibility of the student’s family to maintain acceptable legal status.

An incoming international student must have an acceptable non-immigrant visa to attend school in the United States. Verification takes place after the student is accepted and throughout their enrollment at ‘Iolani. In addition, an international student in the day program must live with at least one parent on a full-time basis for the entire time they attend ‘Iolani.

The purpose of this policy is to determine potential difficulties and to avoid delays, disruption, or negative perceptions or penalties should federal authorities determine that a student is unauthorized to be in the U.S.

ADMISSION

The ‘Iolani School admission application asks for the applicant’s country of citizenship.

If the applicant is not a U.S. citizen or Lawful Permanent Resident, the applicant must include their visa type and visa number on the application, if available.

After acceptance, ‘Iolani School determines if the student possesses the appropriate visa status to attend school in the U.S. As a SEVP-approved school, ‘Iolani is able to accept students for enrollment on an F-1 visa. Other visas may also be accepted for study at ‘Iolani pending verification with the proper authorities.

ENROLLMENT

Once an international student is accepted, it is the family’s responsibility to inform the school of any material changes to the student’s immigration status. It is also the sole responsibility of the student and family to properly maintain the student’s legal status in the U.S. Failure to do so affects the student’s enrollment at ‘Iolani and can result in the termination of enrollment.

‘Iolani School retains the right to review a student’s immigration status and to take appropriate action in each situation.

TUITION AND FEES

DAY STUDENT ANNUAL REGULAR TUITION

Grades K-6	\$31,150 (includes books and supplies)
Grades 7-12	\$31,150

BOARDING STUDENT ANNUAL REGULAR TUITION

Grades 9-12	\$70,100
-------------	----------

TECHNOLOGY FEE:

Grades K-12	\$525
-------------	-------

FINANCIAL AID

‘IOLANI SCHOOL is committed to enrolling qualified students from a wide range of experiences and backgrounds. To that end, the school supports an extensive need-based financial aid program to assist students in their desire to attend ‘Iolani. The goal is to bring an ‘Iolani education within reach of all who wish to enroll.

The school considers candidates for financial assistance on the basis of availability of funds, demonstrated financial need, and the information provided in the family’s financial aid application. ‘Iolani School does not discriminate on the basis of race, color, religion, national or ethnic origin, gender, age, or disability in extending financial aid.

Financial aid awards are made for one academic year. Families must reapply each school year to be considered for assistance. Aid may be withdrawn or adjusted if:

- » Your family’s demonstrated need, or the number of tuitions you support, changes.
- » You are awarded additional monies from an outside organization.
- » Your child is placed on academic or disciplinary probation, is released from school, or has excessive unexcused absences.
- » Your outstanding tuition balance is not paid.

Information on how to apply for financial aid can be found on the ‘Iolani Financial Aid website. The process is completely electronic, requiring families to complete a detailed financial aid application via an online portal and upload personal financial documents. A listing of these documents, in addition to detailed FAQs, can be found online. The deadline to apply varies. Most returning families should submit their applications by October 15, 2025. Admission applicants and their siblings should apply by February 15, 2026. Any questions may be directed to the Financial Aid Office at 808-943-2397 or financialaid@iolani.org.

All financial aid information is kept strictly confidential.

PAYMENT OF TUITION

The obligation to pay the tuition and fees for the full academic year is unconditional, and no portion of such tuition or fees so paid or outstanding will be refunded or canceled, notwithstanding the absence, withdrawal, or dismissal from ‘Iolani School of the child during the academic year.

Three tuition payment options and a Tuition Refund Plan (TRP) are available for day students, and two tuition payment options and TRP are available for boarding students. The TRP provides insurance for financial losses incurred during the academic year because of withdrawal, dismissal, extended medical absence, or a qualifying family event. Please refer to the Tuition Refund Plan brochure for complete details. The TRP premium is determined annually and is payable in advance. NOTE: TRP participation is required of day students under the Monthly Payment option and boarding students under the Semester Payment option.

Annual Payment: Tuition is payable in advance in a single installment and is due on or before July 31, 2025. If payment under this option is not received by the due date, the account will be placed under the Monthly Payment for day students and Semester Payment for boarding students. Terms and service charges for the remainder of the academic year will apply, and the annual TRP premium will be due.

Semester Payments: Tuition is payable in advance in two installments; the first installment of at least one-half of the tuition is due on or before July 31, 2025; the balance of tuition is due on or before January 5, 2026. This option includes a \$160 payment-plan fee payable in two installments. If payments under this option are not received by the due dates, the account will be placed under the Monthly Payment for day students. Terms and payment-plan fees for the remainder of the academic year will apply, and the annual TRP premium will be due.

Monthly Payments (for Day Students): Tuition is payable in advance in 10 installments. Each installment of one-tenth of the tuition is due on or before the last business day of each month, beginning July 31, 2025, and ending April 30, 2026. This option includes a \$350 payment-plan fee, payable in 10 installments, and the annual TRP premium is also due.

Any additional fees are due when incurred.

A return-payment fee of \$30 will be assessed. A late fee of \$25 per month will be charged on any delinquent account from and after the date on which the account becomes delinquent, up to and including the date on which the account is paid in full. In addition to a late fee, interest at the rate of 1% per month may be charged on any unpaid delinquent amount from and after the due date of such amount until paid. Students may be suspended if payments are not made in a timely manner.

Failure to pay all outstanding tuition and fee balances in full by May 1, 2026, may result in the release of the student from enrollment. In addition, seniors may not be allowed to graduate unless all tuition fees and other delinquent accounts are paid by the above date. Delinquent accounts of released students will be turned over to a collection agency or referred to legal counsel for collection.

FORMS OF PAYMENT

Online (on-demand) and Auto Pay (recurring and charged on the 25th of the payment month)

Credit card (2.61% convenience fee)

Electronic check/ACH from a U.S. bank (no fees)

Personal or Cashier's Check and Money Order

Checks, cashier's checks, and money orders should be made payable to 'Iolani School. Payment can be mailed to:

'Iolani School

Mail Code 47911

P.O. Box 1300

Honolulu, HI 96807

Include your child's name to ensure your payment is credited to the correct account.

Cash

Cash payment can be made at the Business Office during normal business hours. Per IRS regulations, 'Iolani School is required to report all cash payments in excess of \$10,000 made in a single transaction, or two or more related transactions, to the IRS Financial Crimes Enforcement Network (FinCEN). Please be advised that receipts of cash in excess of \$10,000 in a single transaction, or two or more related transactions, from the same person (or agent) received within a 12-month period will be reported.

Wire Transfer

Please contact the Business Office at businessoffice@iolani.org for wire transfer instructions.

Residential Life



‘IOLANI SCHOOL’S RESIDENTIAL LIFE PROGRAM

honors the individuality of each student, the strength of our community, and our unique place here in Hawai‘i. We believe that living in a close-knit residential environment is one of the most powerful and transformative learning experiences a student can have.

Our goal is to ensure that each student is truly known and cared for. Our mission is to cultivate community and respect while challenging students to live responsibly, show compassion, and build resilience. Our core values — mālama (to care for), kuleana (responsibility), and aloha (love and acceptance) — serve as daily reminders of who we are and who we aspire to be as a community and program.

Home to students in grades nine through 12 from neighboring islands, the continental U.S., and countries around the world, our Residence Hall is a vibrant space where everyday moments and meaningful conversations inspire personal growth and shared learning. Students live together with their peers and are supported by dedicated house parents — ‘Iolani faculty and staff — who nurture an environment where everyone feels safe, respected, and valued.

The Residential Life Program offers more than just a place to live — it’s a gateway to a global perspective, lifelong friendships, and a deep connection to the values and spirit of ‘Iolani and Hawai‘i. All boarding — or “ResLife” — students are expected to uphold the responsibilities and expectations of the program as part of our shared community. To learn more, please contact a member of our Residential Life Team by email at reslife@iolani.org.

Lower School



THE LOWER SCHOOL experience at 'Iolani focuses on providing each student with individualized attention, encouragement, a sense of belonging, friendships, a variety of subjects and experiences, and the foundation to love learning throughout their lifetime. While Lower School encompasses kindergarten through sixth grade, the curriculum and schedule for each grade level are designed to be age-appropriate, maintain a low student-teacher ratio, and provide positive reinforcement to promote healthy self-concepts, respect, and resourcefulness. As students move up in grade level, their academic, physical, social, and spiritual development continues. Students engage in fulfilling activities, develop an awareness of empathy and compassion, and hone skills, preparing them to continue their journey at the next grade level. Measurements of growth are provided to parents/guardians on a regular basis. A dedicated and caring faculty works together to foster the whole child and provide students with opportunities to pursue their early interests.

DAILY SCHEDULE

The Lower School daily schedule follows a six-day cycle of A, B, C, D, E, and F days. Homeroom teachers distribute daily schedules to students at the beginning of the school year. Lower School students attend chapel services once a week. **For all matters regarding attendance, parents/guardians should call the Lower School Office at 808-943-2227 or email lowerschool@iolani.org.**

KINDERGARTEN TO GRADE 3

Subjects in these grades include language arts, mathematics, social studies, science, and special courses. In language arts, students improve their ability to recognize letters and words, read aloud, and comprehend written and spoken words. Higher-level skills such as predicting, summarizing, and inferring are introduced and developed. Students learn to craft a piece of writing across three types: narrative, information, and opinion. Students learn the purpose of each type of writing and build upon previously learned skills to strengthen their voice as an author. In mathematics, students learn numeral recognition and formation, number values, and mathematical vocabulary. The spiraling curriculum reviews and expands skills and concepts in performing fundamental operations and problem-solving. The social studies curriculum aims to develop historians across four dimensions: developing questions and planning inquiries, applying disciplinary concepts and tools, evaluating sources and using evidence, and communicating conclusions and taking informed action. The science curriculum develops skills and concepts along four major domains: physical science, life science, Earth and space science, and engineering design.

GRADES 4 TO 6

Grades four through six are departmentalized and students report to different teachers for their classes. Subjects in these grades also include language arts, mathematics, social studies, science, performing arts, and special courses. In language arts, students learn how to read closely, make logical inferences, cite specific textual evidence, determine central ideas or themes, summarize key supporting details and ideas, and analyze story elements. Students

continue learning how to craft a piece of writing across three types: narrative, information, and opinion. In mathematics, students learn how to make sense of problems and persevere in solving them, reason abstractly and quantitatively, construct viable arguments and critique the reasoning of others, model with mathematics, use appropriate tools strategically, attend to precision, look for and make use of structure, and look for and express regularity in repeated reasoning. The social studies curriculum aims to develop historians across four dimensions: developing questions and planning inquiries, applying disciplinary concepts and tools, evaluating sources and using evidence, and communicating conclusions and taking informed action. The science curriculum develops skills and concepts along four major domains: physical science, life science, Earth and space science, and engineering design.

SPECIAL COURSES

In addition to the core subjects, 'Iolani offers students in kindergarten through sixth grade several special courses, or "specials." Teachers of these special courses focus on specific areas and work with other teachers to foster a well-rounded educational experience that engages and inspires students. These special courses include dance, music, religion, design and technology, art, physical education, and library.

PERFORMING ARTS (REQUIRED FOR GRADES 4 TO 6)

To provide students with exposure to the performing arts, all fourth, fifth, and sixth graders must enroll in a course under the Performing Arts Department. The following details explain the Performing Arts Department options:

- » Band (fifth and sixth grade) Students receive instruction on wind, brass, and percussion instruments to perform music together.
- » Chorus (fourth, fifth, and sixth grade) Students learn singing techniques and perform at several Lower School chapel services, as well as at an end-of-year concert.
- » Contemporary Jazz Dance (fifth and sixth grade) Students learn various dance styles, including contemporary jazz and hip-hop, to perform in our dance showcases.
- » Hula (fourth, fifth, and sixth grade) The hālau receives instruction from its kumu hula and participates in various performances.
- » Musical Theater (sixth grade) This class offers students instruction in singing, dancing, and acting, as well as an opportunity to perform material from an age-appropriate musical.
- » Theater (sixth grade) This class offers students instruction in various aspects of theater, including acting, improvisation, and stagecraft.
- » Beginning Orchestra (fourth, fifth, and sixth grade) Students learn to play an orchestral stringed instrument and participate in several performances.
- » Intermediate and Advanced Orchestra (fourth, fifth, and sixth grade) Students with experience in playing a string instrument will further improve their music skills and also participate in performances.

- » Orff Ensemble (4th, 5th, and 6th grade) Students learn creativity and improvisation, typically through a mix of xylophone and other percussion instruments. This is the only elective that does not directly continue into the Upper School but is a good experience for students wishing to continue in other disciplines such as band, orchestra, choir, or dance.

SOCIAL AND EMOTIONAL SUPPORT

There are four grade-level counselors in the Lower School. Counselors provide individual support, teach age-appropriate guidance lessons for grade levels, and support ongoing team-building activities throughout the year. The Lower School Chaplain's Office is also located in the Counseling Office, so students and families can seek pastoral care as well. The Counseling Department also holds weekly meetings with 'Iolani School's Director of Social and Emotional Health, as well as the Lower School Dean and Associate Dean, to collaborate and plan ways to support students, faculty, parents/guardians, and families.

SOCIAL EMOTIONAL LEARNING (SEL) PROGRAM

Students in kindergarten through fifth grade participate in daily social-emotional learning activities. The curriculum of the program is comprehensive and research-based, focusing on building a schoolwide community through the development of students' social skills and SEL competencies. Lessons teach students responsibility, empathy, and cooperation, creating an environment where students feel known, heard, and cared for. Our SEL program helps students learn the importance of being productive members of our community, in which they know they matter.

Sixth-grade students participate in the Advisory Program, which connects every student to a faculty adviser and a supportive group of peers. The program's goals are to create safe opportunities for students to explore ethical, personal, social, emotional, and academic issues to empower them as individuals within and beyond our community.

PLANNED ABSENCES

We understand that family travel is sometimes necessary, and we deeply appreciate the time we have with your children in school. Every day, they engage in meaningful learning experiences, build strong relationships with peers and teachers, and grow both academically and personally. Because of this, we kindly ask that travel be planned during school breaks whenever possible, ensuring your child can fully benefit from their time in the classroom.

If your child needs to miss school for travel, we ask that parents or guardians complete an [Absence Due to Travel Form](#) at least one month in advance. After this form is submitted, additional details will be emailed to parents regarding the next steps to help ensure a smooth transition back to school.

DROP OFF AND PICK UP

The Lower School utilizes two Autolines:

- » The K/1 Autoline, located on Lā'au Street, for kindergarten, first-, and fifth-grade drop off and pick up.
- » The Lower School Main Autoline, located along the Ala Wai Canal on Lā'au Place, for second-, third-, fourth-, and sixth-grade drop off and pick up.
- » Parents/guardians shall not drop off or pick up their child at other locations (e.g., the Upper School Autoline, etc.).
- » Older siblings should be dropped off and picked up at their younger sibling's designated Autoline.

DROP OFF

Morning drop off for kindergarten through sixth-grade students will begin at 6:30 a.m. and end at 7:35 a.m. at the designated Autolines listed above. Students shall not be dropped off before 6:30 a.m. when there is no staff at the gates. Gates will be locked and there will not be access to campus.

Family members other than the 'Iolani student should not exit their vehicle at Autoline for safety reasons. Students should sit — and car seats should be placed — on the right side of the car as this is the side pick up and drop off occurs on. Please pull forward as much as possible when dropping off or picking up. Autoline staff will help students out of their cars. Upon exiting their vehicles, students should walk directly to their grade-level waiting areas. All students will be escorted to their waiting areas for the first week of school. There will be faculty/staff members to supervise these waiting areas. Teachers will meet their students at the waiting area at 7:30 a.m. and escort them to the classroom during the first week. Students arriving between 7:30 and 7:40 a.m. should walk directly to their homeroom.

Breakfast can be preordered on the Saturday prior to the week of classes. Students will pick up their breakfast at stations located on the way to their waiting areas and eat at their waiting areas.

PICK UP

Pick up time for kindergarten through third grades is 2:15 to 2:45 p.m., and for fourth through sixth grades is 2:45 to 3:15 p.m. All Lower School families must utilize the PikMyKid app to announce their arrival at Autoline as well as display their Autoline placard on their dashboard when approaching the gate. Please review the PikMyKid Parent App User Guide and download the app on a mobile phone to utilize at pick up on the first day of school.

Parking in Autoline is not allowed. Cars arriving more than 15 minutes before their child's scheduled pick up will be asked to recirculate.

After school, teachers will escort students to their designated Autoline waiting area. Once a student is announced on PikMyKid, they will walk to their designated Autoline for pick up.

Parents/guardians of students in grades four through six ONLY

may designate that their child be allowed to walk directly home after they are dismissed. Students with this walker designation must sign out of the Lower School Office once dismissed and then immediately leave campus. Lower School students are not permitted to loiter in or be picked up at the Upper School.

To designate a child as a walker, parents/guardians should 1) email lowerschool@iolani.org with a note explicitly stating that they are giving the school permission to release the student to walk home independently AND 2) use the PikMyKid app to designate their child as a walker on the necessary days.

Extra Help will run from 2:15 to 2:40 p.m. for kindergarten through third grade, and 2:45 to 3:10 p.m. for grades four through six. Teachers will inform students of Extra Help opportunities. Teachers will escort students to their Autoline or After School Care upon dismissal.

All kindergarten through third-grade students not picked up by 2:45 p.m., and fourth- through sixth-grade students not picked up by 3:15 p.m. will be automatically enrolled in After School Care daily drop-in services at that time and will stay with After School Care until they are picked up (see additional information in the following sections).

Parents/guardians may walk their child onto campus during their drop-off and/or pick-up times. Parking is extremely limited in the Kamoku Street Parking Garage and not guaranteed. If parking in the surrounding neighborhood, please observe and abide by all parking signs. Parents/guardians should not loiter on campus after dropping off or picking up their child. They must be off campus by 7:40 a.m. and may not enter without approval and obtaining a visitor's badge from the Lower School Office before 2:15 p.m.

PICK UP AND DROP OFF DURING SCHOOL HOURS

Students arriving after 7:40 a.m. must walk directly to the Lower School Office to receive a tardy pass. If the Autoline gates are locked and a student is tardy, parents/guardians must park at the Lower School Main Autoline Gate, check in with Security, and walk their child to the Lower School Office.

To minimize classroom disruptions, early dismissals are permitted between the hours of 9:30 a.m. and 1:30 p.m. and should be coordinated with the Lower School Office at least 24 hours in advance. When the designated early pick up time arrives, students will be accompanied by staff to the Lower School Office and parents/guardians must meet and sign them out from there. Parents/guardians may park near the Lower School Main Autoline Gate and check in with security personnel at the gate to enter campus and walk directly to the office. Please note that students will not be released directly from the classroom, recess, or lunch.

We appreciate your careful consideration when deciding if forgotten items need to be dropped off for your child. While a forgotten item may cause inconvenience for your child, we

encourage you to view it as an opportunity for growth and resilience. If absolutely necessary, parents/guardians need to bring items to the Lower School Office. Note that items may not be delivered immediately to students.

For the safety and coordination of our field trips, all students are required to ride the bus to and from the field trip locations and school. Parents/guardians are not permitted to pick up or drop off students at the field trip sites.

MEAL TIME AND SPECIAL OCCASIONS

Lunch in the Lower School will be picnic style, with students eating outside. Students will have the option of buying a type A lunch or bringing home lunch. Please note that microwaves are not available, so we kindly ask that you do not send items requiring preparation or heating. Snack bars will not be available for students in kindergarten through sixth grade. Each morning, students in kindergarten through sixth grade will notify their teacher if they intend to purchase school lunch.

Families should pack healthy snacks for their children for both morning recess and after-school, whether students are waiting to be picked up at Autoline or attending After School Programs. Students should not share snacks with their classmates. This policy helps prevent potential allergic reactions and ensures each child consumes food meeting their dietary needs. We also aim to promote positive social interactions by avoiding situations where children might feel pressured to share their snacks or others might feel left out. Students should also refrain from asking their friends for snacks, fostering an environment of respect for personal belongings and boundaries.

For birthdays or special occasions, we ask that families adhere to the following guidelines:

- » All items must be dropped off with the student at morning Autoline. The student should carry the items to their classroom at that time.
- » Items cannot be dropped off during the day or after-school.
- » Items must be non-perishable. Refrigerators and freezers are not available.
- » Email teachers at least two days prior to bringing the items.
- » Teachers will determine the most appropriate time to pass the items out to the class.
- » Parents/guardians of children in kindergarten through third grade should communicate and coordinate directly with the homeroom teacher regarding visiting the classroom during the special occasion. As with all school-day visitors, parents/guardians must obtain a visitor badge from the Lower School Office upon arrival, wear it for the duration of the visit, and return it before leaving the campus.
- » Please refrain from bringing in full meals or lunch-sized portions for the class. Treats or small snacks appropriate for a brief celebration are preferred and help minimize disruption to students' regular lunch routines.
- » All items must be store-bought and sealed in their original

packaging with ingredient labels clearly visible. This helps ensure the safety of students with allergies and dietary restrictions.

- » When selecting snacks or treats, we encourage parents/guardians to choose items free of common allergens (e.g., nuts) when possible, and to check with the homeroom teacher about any class-specific allergy concerns.
- » We request that families not send in gifts or goodie bags for birthdays, holidays, or special occasions. To avoid the potential for hurt feelings, party invitations should not be distributed at school.
- » Instead, consider the school library's Birthday Book program in place of food, gifts, or goodie bags (see below).

LOWER SCHOOL LIBRARY

Librarians work in partnership with classroom teachers to teach information retrieval, explore interdisciplinary units, and encourage the love of reading. Reference assistance is provided individually as well as in regularly scheduled classes. The Lower School Library welcomes donations through its Birthday Book program, which is offered at the beginning of each school year.

Students may visit the Library during Library Class time or when sent by a teacher. They may also visit before school, when an adult is present, during recess times, and after-school until 3 p.m. Book check-out and return occur near the Library's main entrance.

SUPPLIES

Lower School students should be sent to school daily with a backpack, reusable water bottle, morning and afternoon snack, and lunch (unless ordering lunch from Sodexo Food Services). All items, including clothing, must be labeled with the student's first and last names. Please do not send sentimental and valuable items to school with your child.

The Lower School Lost and Found is located near the One Team Field House. At the end of each month, all items are donated. Please have your child check there for lost items.

AFTER SCHOOL PROGRAMS

After School Programs (ASP), which include After School Care (ASC), will be offered for 'Iolani students. ASC activities include arts and crafts, staff-led indoor and outdoor games, independent reading and homework time. ASC is offered from the end of the school day to 5:30 p.m. on full-school days. No care is provided on holidays, vacations, early-dismissal days, or other designated school days off. Should 'Iolani School announce additional days off or early-dismissal days, ASC will not be provided on those days. Daily drop-in services are available. Information regarding registering for fall or spring semesters or using daily drop-in services can be found on the After School Programs page.

All kindergarten through third-grade students not picked up by 2:45 p.m. and fourth- through sixth-grade students not picked up by 3:15 p.m. will be automatically enrolled in After School Care daily drop-in services at that time and will stay with After School Care until they are picked up (see information below). The daily drop-in fee will be assessed and billed to families at the end of each month.

Please see the After School Programs catalogue, handbook, and registration information on the website.

LOWER SCHOOL DAILY REGULATIONS

School should be a place of exploration, inquiry, excitement, collaboration, socialization, and learning. To make 'Iolani's school environment a place where all feel welcome and safe, the following expectations are in place to guide Lower School students:

- » Students are expected to be mindful of one another; respect their teachers, classmates, and visitors; and make good choices at all times.
- » In the interest of safety, students are expected to be considerate of themselves, others, property, and the campus at all times.
- » Personal items should not be brought to school, including, but not limited to, toys, games, and electronics.
- » Mobile devices and other forms of technology are to be used at appropriate times and for appropriate means. Personal devices, including smartwatches, must either not be brought to school or be turned off and stored in student bags during the school day as well as before school and in After School Programs. For more detailed information, please refer to the Use of Electronic Devices handbook section as well as the iPad agreement, which is sent home with students at the start of the school year.
- » Students in fourth through sixth grades are expected to stand when an adult visitor enters the classroom.

Any form of misbehavior will be subject to disciplinary action if, in the determination of the Dean or Associate Dean, such behavior fails to respect the human or property rights of others or disrupts the educational process. Corrective action for infractions shall be appropriately handled by the Dean of Lower School, the Associate Dean of Lower School, or the counselors. This may include, but not be limited to, detention, loss of privileges, suspension, letters of concern, disciplinary probation, and/or separation from the school.

In general, these rules apply to school hours within the school day. However, students identified for misconduct off campus during school hours are subject to the same rules and corrective measures governing misconduct on campus. These rules also apply to all school functions, including school-sanctioned trips, regardless of the hour or day.

In certain instances, there may be misconduct off campus not occurring during school hours that places into question whether the student should be allowed to remain in school. In those instances, the school reserves the right to take whatever action it deems necessary, including, but not limited to, separation from the school.

Please see the Student Rules section of this handbook for additional rules and information.

DRESS STANDARDS

- » Appropriate attire includes aloha, sport, dress, polo, or T-shirts, and trousers, slacks, shorts, skirts, or dresses.
- » Inappropriate attire includes swimwear, tank tops, plain white T-shirts, or clothing with inappropriate images or language.
- » Similarly, extreme styles and revealing clothing, such as bare midriff apparel or short shorts, are inappropriate.
- » Students are expected to wear footwear outside of their classroom, and must wear shoes and socks or sandals with back straps. Slippers and sandals without back straps are not permitted. Appropriate footwear is mandatory for field trips.
- » Hair should be neat and clean. Any coloring or bleaching of hair must be in the natural range of hair color. Hats or other headgear should not be worn other than in outdoor spaces and for sun protection.
- » Students must wear Physical Education (P.E.) uniforms and sneakers on P.E. days. 'Iolani-related T-shirts are permissible. 'Iolani issues one P.E. uniform to each student at the beginning of the school year. Additional P.E. uniforms are available in the Campus Store.

Lower School Daily Schedule

TIME	
6:30-7:35 a.m. 7:35 a.m. 7:40 a.m.	Autoline Drop Off Report to Homeroom Tardy Bell
7:40-8:10 a.m.	Homeroom/Chapel <i>(Chapel starts at 7:45 a.m.)</i>
8:50-9:10 a.m. 9:10-9:30 a.m. 10:10-10:30 a.m.	Kindergarten Morning Recess 1-3 Morning Recess 4-6 Morning Recess
11:05 a.m. 11:30-11:50 a.m.	K-3 Lunch K-3 Recess
11:30 a.m. 11:50-12:10 p.m.	4-6 Lunch 4-6 Recess
2:15 p.m. 2:15-2:45 p.m.	K-3 Dismissal* K-3 Autoline Pick Up**
2:30 p.m. 2:45-3:15 p.m.	Grades 4-6 Dismissal* 4-6 Autoline Pick Up**

* Students sent to after-school waiting area. Those enrolled in ASC will be picked up by an ASC supervisor. All others will be called to Autoline.

** Students not picked up by the end of the pick-up period will be automatically enrolled in After School Care daily drop-in services and the drop-in fee will be assessed .

Upper School



SCHEDULE

The Upper School day begins at 7:40 a.m. starting with homeroom advisory and ends at 3 p.m. Lunch is from 12:15 to 1 p.m.

STUDENT PARKING

Students may use the parking stalls on Lā'au Street along the back side of the school on a first-come, first-served basis. The Lā'au corner lot will be available to seniors after applications and a lottery at the end of the first week of school.

Upper School Schedule

BELL SCHEDULES

A-F BASIC SCHEDULES

TIME	A	B	C	D	TIME	E	F	ALTE	ALTF
7:40-8:10	Homeroom/ Chapel	Homeroom/ Chapel	Homeroom/ Chapel	Homeroom/ Chapel	7:40-8:10	Homeroom/ Chapel	Homeroom/ Chapel	Homeroom/ Chapel	Homeroom/ Chapel
8:15-9:10	1	7	5	3	8:15-9:25	1	5	3	7
9:15-10:10	2	8	6	4	9:30-10:40	2	6	4	8
10:10-10:20	Break	Break	Break	Break	10:40-11:45	Meeting	Meeting	Meeting	Meeting
10:20-11:15	3	1	7	5	11:45-12:30	Lunch	Lunch	Lunch	Lunch
11:20-12:15	4	2	8	6	12:35-1:45	3	7	1	5
12:15-1:00	Lunch	Lunch	Lunch	Lunch	1:50-3:00	4	8	2	6
1:05-2:00	5	3	1	7					
2:05-3:00	6	4	2	8					

ASSEMBLY SCHEDULES

TIME	E1	F1	TIME	E2	F2	TIME	E3	F3
7:40-7:45	Homeroom	Homeroom	7:40-8:10	Homeroom/ Chapel	Homeroom/ Chapel	7:40-8:10	Homeroom/ Chapel	Homeroom/ Chapel
7:50-8:35	Chapel/ Assembly	Chapel/ Assembly	8:15-9:25	1	5	8:15-9:25	1	5
8:40-9:50	1	5	9:30-10:40	2	6	9:30-10:40	2	6
9:55-11:05	2	6	10:45-11:30	Assembly	Assembly	10:45-11:55	3	7
11:05-11:45	Meeting	Meeting	11:30-12:30	Meeting/ Lunch	Meeting/ Lunch	11:55-12:55	Meeting/ Lunch	Meeting/ Lunch
11:45-12:30	Lunch	Lunch	12:35-1:45	3	7	1:00-2:10	4	8
12:35-1:45	3	7	1:50-3:00	4	8	2:15-3:00	Assembly	Assembly
1:50-3:00	4	8						

ATHLETICS

An important aspect of 'Iolani School is the One Team philosophy pioneered by the late Father Kenneth A. Bray, who served as 'Iolani's first athletic director from the 1930s through the 1950s. It was also perpetuated by the late Edward K. Hamada, who succeeded Father Bray as athletic director and head football coach. 'Iolani One Team is the philosophical foundation of not only the athletic department but the entire school community.

'Iolani Athletics oversees more than 100 boys and girls teams at the varsity, junior varsity, and intermediate levels; 300 head and assistant coaches; and hundreds of student-athletes involved in 1,100 competitive events during the school year. The school's athletic facilities include a stadium, football field and track, baseball field, soccer field, Olympic-size swimming pool, tennis courts, two gymnasiums, judo and wrestling rooms, weight and training rooms, and equipment rooms.

'Iolani is a member of the Interscholastic League of Honolulu (ILH). All participants are expected to fulfill all academic requirements, always display good sportsmanship, and follow the program set forth by their coach and the athletic department. Students who do not complete their commitment to a given sport will not receive a letter or participation credit for that sport.

All students participating in interscholastic athletics are required to have an annual medical examination and medical insurance.

Forms required to be completed by the student's physician:

- » 'Iolani School Health Form (Physical form)
- » Immunization Record

Documents requiring a parent/guardian electronic signature:

- » Consent for Medical Treatment, Medical Disclosure Statement, and Athletic Participation Waiver: This is an electronically signed document indicating that parents/guardians have read and understand the provided document and give parental consent.
- » Consent Form for Off-Campus Activities, Internet Use, Use of Student's Likeness and Voice, Photographic Consent, Notice for Directory Information: This is an electronically signed document.
- » Concussion Awareness Education Program: This is an electronically signed form that must be signed by all parents/guardians. An e-signature indicates that they have reviewed the concussion information provided in the document.
- » Over-the-Counter Medication Consent: This form is required for all students. Medications will not be administered without parental consent.

ELIGIBILITY

Academic eligibility at 'Iolani School is determined on a quarterly basis. A student failing any course or any quarter of a course is rendered ineligible for the first half of the next quarter. Fourth-quarter failures carry over to the first quarter of the following school year unless the failed course is passed in summer school.

Not all courses are offered in summer school. English courses, for example, cannot be repeated for credit in the summer. Courses taken at other schools must have advance approval from the Dean of Upper School or Dean of Studies before a grade or credit will be granted by 'Iolani School.

A student who is declared academically ineligible may not practice, rehearse, or participate in any way in any extracurricular activity for the entire term of ineligibility. At the mid-quarter evaluation period, an ineligible student must earn passing grades in all courses to regain eligibility for the remainder of the quarter.

Any student who either transfers from one ILH school to another or repeats a grade is subject to special eligibility rules. Families of students in either of these situations should call the 'Iolani School Athletic Office as soon as possible and speak with an athletic director.

CLEARANCE NOTE TO PARTICIPATE AFTER SEEKING MEDICAL ATTENTION

At 'Iolani School, the health and safety of our student-athletes are our top priority. If a student-athlete seeks medical attention for any reason (e.g., visits to urgent care, orthopedic specialists, or any other health care provider), they must provide a note from their doctor (or certified physician assistant or nurse practitioner) regarding their play status before returning to practice or competition. Please note the following requirements for the clearance note:

- » The note must come from the doctor or doctor's office that examined or treated the student-athlete's injury.
- » Please note that we do not accept notes from physical therapists (PTs) for play status determinations, and the note must be issued by the student-athlete's pediatrician or treating doctor (or certified physician assistant or nurse practitioner) in a field or specialty related to the condition or injury at issue.

The doctor's note should clearly indicate one of the following:

- » **Full Clearance:** The student-athlete is cleared to return to full participation without any restrictions.
- » **Limited Participation:** The student-athlete is cleared to return with specific limitations. The note must detail the nature of these limitations (e.g., no contact drills, restricted playtime, avoidance of specific movements, etc.) and the time frame for which these limitations apply.
- » **Not Cleared:** The student-athlete is not cleared to return to play. The note should specify the reason and any necessary steps or treatments required before the student-athlete can be re-evaluated, including a time frame for reassessment.

This policy ensures that our athletic trainers and coaches are fully informed of any medical considerations and can make the necessary adjustments to the student-athlete's training and competition schedule. 'Iolani School reserves the right to request additional medical information as needed to ensure the safety of our student-athletes before permitting a return to practice or competition.

GIRLS

VARSITY (9-12)

Basketball (Nov. – Feb.)
Bowling (Aug. – Nov.)
Cheerleading (Aug. – Feb.)
Cross-Country (Aug. – Nov.)
Flag Football (Feb. – May)
Golf (Feb. – May)
Judo (Feb. – May)
Kayaking (Aug. – Nov.)
Paddling (Nov. – Feb.)
Sailing (Feb. – Apr.)
Soccer (Nov. – Feb.)
Softball (Feb. – May)
Swimming/Diving (Nov. – Feb.)
Tennis (Feb. – May)
Track (Feb. – May)
Volleyball (Aug. – Nov.)
Water Polo (Feb. – May)
Wrestling (Nov. – Mar.)

JUNIOR VARSITY (9-11)

Basketball
Bowling
Cheerleading
Cross-Country
Golf
Judo
Kayaking
Paddling
Sailing
Soccer
Softball
Swimming/Diving
Tennis (Aug. – Nov.)
Track
Volleyball

INTERMEDIATE (7-9)

Basketball
Cheerleading
Cross-Country
Golf
Judo
Soccer
Softball
Swimming/Diving
Tennis (Nov. – Feb.)
Track
Volleyball
Water Polo
Wrestling

BOYS

VARSITY (9-12) *except football*

Baseball (Feb. – May)
Basketball (Nov. – Feb.)
Bowling (Aug. – Nov.)
Cross-Country (Aug. – Nov.)
Football (Aug. – Nov.)
Golf (Feb. – May)
Judo (Feb. – May)
Kayaking (Aug. – Nov.)
Paddling (Nov. – Feb.)
Sailing (Feb. – Apr.)
Soccer (Nov. – Feb.)
Swimming/Diving (Nov. – Feb.)
Tennis (Feb. – May)
Track (Feb. – May)
Volleyball (Feb. – May)
Water Polo (Aug. – Nov.)
Wrestling (Nov. – Mar.)

JUNIOR VARSITY (9-11)

Baseball
Basketball
Bowling
Cross-Country
Golf
Judo
Kayaking
Paddling
Soccer
Swimming/Diving
Tennis (Aug. – Nov.)
Track
Volleyball
Wrestling

INTERMEDIATE (7-9)

Baseball
Basketball
Cross-Country
Football
Golf
Judo
Soccer
Swimming/Diving
Tennis (Nov. – Feb.)
Track
Volleyball
Water Polo
Wrestling

EXTRACURRICULAR ACTIVITIES

Extracurricular activities are an integral part of the 'Iolani School experience. Students are encouraged to participate in a variety of activities and are offered a diverse range of opportunities. Extracurricular activities are generally coordinated through the Student Activities Office. These activities are organized and sponsored in four categories: 1) clubs and organizations, 2) Student Council activities, 3) class activities by grade levels, and 4) community service, which is coordinated through the Office of Community and Civic Engagement.

CLUBS AND ORGANIZATIONS

There are more than 75 clubs and organizations of various types and interests at 'Iolani. Each organization has a faculty advisor who consults with the Co-Directors of Student Activities for the use of facilities, scheduling on the school calendar, and other logistics.

Meetings are scheduled approximately once a quarter, with clubs that are more active meeting more frequently. Student officers and advisors plan various activities. Some of these events are exclusive to club members, while others are open to the larger student body.

Examples of 'Iolani's more active clubs include language honor societies and clubs, cultural clubs, student literary publications, acolytes, "I" Club, Key Club, Chess Club, Gender-Sexuality Alliance, Speech and Debate, Math Team, Science Bowl, Science Olympiad, Robotics, 'Iolani Dramatic Players, Student Peace Institute, SyFy-Fantasy Club, Ping Pong, and Young Democrats.

Student Council activities are planned by the three elected Proconsuls with the appointed committee chairs. Committee chairs are selected by the Proconsuls each spring from the applications of interested students. All Student Council activities are under the supervision of the Student Council Advisers (Co-Directors of Student Activities).

Student Council activities include Homecoming, Spirit Days, Variety Show, Big/Little Sibling, Lower School Relations, May Day, Winter Ball, and Faculty Relations.

CLASS ACTIVITIES (BY GRADE LEVEL)

Class activities are planned by the elected class officers with the appointed committee chairs. Committee chairs are selected by the class officers and class advisers. Each class has faculty/staff and class advisers. Class advisers report to the Co-Directors of Student Activities and the Dean of Students. Grade levels are only allowed to plan the following non-school-hour events:

Grade 7: Class Day, community service projects, 'Iolani Fair, first- and second-semester dance/activity (not to exceed \$10 per person, held on-campus, open to class members only, ending no later than 8:30 p.m.).

Grade 8: Class Day, community service projects, 'Iolani Fair, first- and second-semester dance/activity (not to exceed \$10 per person, held on-campus, open to class members only, ending no later than 8:30 p.m.).

Grade 9: Class Day, community service projects, Frosh-Only Event, 'Iolani Fair, end-of-the-year dance/activity (not to exceed \$25 per person, held on-campus, open to class members only, no flowers, no photographer, no favors, aloha attire, ending no later than 9:30 p.m.).

Grade 10: Class Day, community service projects, first-semester activity, 'Iolani Fair, Sophomore Banquet (not to exceed \$65 per 'Iolani 10th grader, held off-campus, semi-formal attire, no flowers, ending no later than 9:30 p.m.).

Grade 11: Class Day, community service projects, on-campus and off-campus first-semester activity, Ring Distribution, 'Iolani Fair, Junior Prom (not to exceed \$75 per 'Iolani 11th grader, held off-campus, formal attire, ending no later than 10 p.m.).

Grade 12: Class Day, community service projects, 'Iolani Fair, Senior Trip, Senior Lū'au, Senior Prom (not to exceed \$85 per 'Iolani 12th grader, formal attire, ending no later than 10 p.m.), Baccalaureate, Project Graduation (all-night graduation party).

Any non-school-hour grade events other than those listed above must be approved by the Co-Directors of Student Activities and Dean of Students. Any community service projects must be approved by the Director of Community and Civic Engagement.



COLLEGE COUNSELING

‘Iolani School’s College Counseling Program is founded on the belief that the college admissions process is a match to be made as opposed to a prize to be won. The program’s focus is on helping students realize their potential while finding the best fit among many fine institutions of higher education. Students begin working in earnest with their college counselor in their junior year, but exposure to the College Counseling Office and process begins in the ninth grade.

The ‘Iolani School transcript displays grades earned beginning in the ninth grade. For current sophomores, juniors, and seniors, the transcript also displays grades for world language and algebra courses completed in grades seven and eight. Though the most important component of the college application process is a student’s high school record, standardized tests have historically also played a significant role. While many colleges now utilize test-optional admissions, students are still encouraged to prepare for and take the SAT and/or ACT. Most students will follow the testing sequence listed below during their junior year:

October:

Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/NMSQT)

November and/or March:

College Board SAT Reasoning

During their senior year, students may repeat some of these tests to improve their scores.

Post-secondary counseling begins in grade nine with an exploration of careers and colleges, as well as an introduction to the college application process. Students in grades nine and 10 are offered exploratory sessions on college athletics, STEM majors, and arts opportunities. In 11th grade, students are exposed to career options through presentations and online career and major exploration tools. The College Counseling Office utilizes SCOIR®, an online college planning portal.

During the second half of their junior year, students have weekly class meetings with their college counselor. Each student also meets with their counselor twice individually and prepares a self-evaluation in preparation for specific college planning. The college counselor guides students in their research and decision-making while encouraging them to use the many resources available in the College Counseling Office. Families may choose to have a conference in the spring of their junior year. The college counselors also conduct college essay and application workshops during the summer prior to the student’s senior year.

Specialized counseling continues during the first semester of a student’s senior year. Regular group meetings are held from September through January. Individual and family conferences in September, October, and November are held to finalize the college application list and guide students toward appropriate institutions.

Applications to selective colleges and universities are usually due by January 1 or 15. Early applications to highly selective schools as well as to several of the large, competitive state universities should be filed in October or November. Although college application deadlines run into the spring, students are strongly encouraged to file early. All requests for transcripts and the filing of secondary

Upper School (continued)

school recommendation forms should be done through the College Counseling Office at least two weeks in advance of individual college deadlines.

100% of students receiving an 'Iolani diploma have been accepted to four-year colleges. 'Iolani graduates currently attend a wide variety of colleges, which include the following:

American University	Lewis & Clark College	University of Arizona
Amherst College	Loyola Marymount University	University of British Columbia
Arizona State University	Loyola University Chicago	University of California, Berkeley
Bard College	Macalester College	University of California, Davis
Barnard College	Marist University	University of California, Irvine
Baylor University	Massachusetts Institute of Technology	University of California, Los Angeles
Berklee College of Music	McGill University	University of California, San Diego
Boston College	Michigan State University	University of California, Santa Barbara
Boston University	Middlebury College	University of Cambridge
Bowdoin College	New York University	University of Chicago
Brandeis University	Northeastern University	University of Colorado, Boulder
Brigham Young University	Northwestern University	University of Edinburgh
Brown University	Oberlin College & Conservatory	University of Hawai'i at Hilo
Bryn Mawr College	Occidental College	University of Hawai'i at Mānoa
Cal Poly San Luis Obispo	Oregon State University	University of Illinois at
California Institute of Technology	Pacific Lutheran University	Urbana-Champaign
California State University, Maritime Academy	Pacific University	University of Michigan
Carnegie Mellon University	Pepperdine University	University of Nevada, Reno
Case Western Reserve University	Pitzer College	University of Nevada, Las Vegas
Chapman University	Pomona College	University of Oregon
Claremont McKenna College	Princeton University	University of Pennsylvania
Clemson University	Purdue University	University of Portland
Colorado College	Reed College	University of Puget Sound
Colorado State University	Rensselaer Polytechnic Institute	University of Rochester
Cornell University	Rhode Island School of Design	University of San Diego
Creighton University	Rice University	University of San Francisco
Denison University	Rochester Institute of Technology	University of Southern California
Duke University	Rutgers University	University of the Pacific
Embry-Riddle Aeronautical University	San Diego State University	University of Toronto
Emerson College	Santa Clara University	University of Utah
Emory University	Sarah Lawrence College	University of Washington
Fordham University	Scripps College	Vanderbilt University
George Washington University	Seattle Pacific University	Vassar College
Georgetown University	Seattle University	Villanova University
Georgia Institute of Technology	Skidmore College	Waseda University
Gettysburg College	Smith College	Washington University in St. Louis
Gonzaga University	Southern Methodist University	Wellesley College
Grinnell College	Stanford University	Whitman College
Harvard University	Swarthmore College	Willamette University
Harvey Mudd College	Syracuse University	Yale University
Haverford College	Texas Christian University	
Indiana University	Tufts University	
Johns Hopkins University	Tulane University	
Keio University	United States Air Force Academy	
Lafayette College	United States Military Academy at West Point	
Lehigh University	United States Naval Academy	

For more information, please visit www.iolani.org/academics/college-counseling



THE TSUZUKI GROUP LIBRARY

The Tsuzuki Group Library is located on the second floor of the Sullivan Center for Innovation and Leadership. The Library's mission is to enrich the intellectual life of students by providing a warm, nurturing environment with 21st-century resources and technology. The Library has four objectives: to cultivate innovation, citizenship, communication, and discovery. Our goal is to create independent researchers who will be able to apply the skills learned in the Library to the next level of education and beyond. See the Library's website for hours (<https://uslibrary.iolani.school>).

Resources:

- » Collection — books, eBooks, scholarly journals, magazines, and newspapers. Electronic resources are also available from off-campus. User IDs and passwords for off-campus access can be obtained via the Library's website.
- » Equipment — Color printer, black-and-white printer, photocopy machine, and laptops for use while in the Library only.
- » Collaboration Centers — Teachers may use these rooms for research-based assignments.

CONDUCT IN THE LIBRARY

- » Eating or drinking is not permitted in the Library. Water in covered containers is allowed.
- » The Library has areas for quiet study as well as collaboration. Please be respectful to your fellow students.

CIRCULATION POLICY

Library materials are the property of Iolani School and are to be utilized by students, faculty, staff, and administrators. Materials must be returned on time to be available for all to use and enjoy.

BORROWING PERIOD

- » Books, pamphlets, and magazines — three weeks
- » Reference — for use only while in the Library

FINES

The Library does not charge fines. However, students with overdue materials will be restricted from borrowing materials. Items more than 90 days overdue will be considered lost, and replacement charges apply.

At the end of each school year, all Library materials must be returned by the deadline printed in the school calendar and Daily Bulletin. Delinquent accounts will be turned over to the counselors and the Dean of Students. Students who have not cleared their accounts will not be permitted to pick up their yearbooks until their materials are returned.

LOST ITEMS

The Library charges for lost or damaged books. Replacement charges will be a flat fee based on the type of material.

Lost book charges that are not paid in a timely manner will be billed to the student's tuition account. Payments will be refunded if the lost material is returned in satisfactory condition.

One-to-One iPad Program

‘IOLANI SCHOOL is committed to equipping students with the knowledge, skills, and tools future-oriented educational outcomes require. In this context, the school has instituted a One-to-One iPad Program with a plan to replace student devices on a four-year rotation.

Hardware provided for the 2025-26 school year by grade level is as follows:

Grades K-2	iPad (ninth gen)
Grades 3-6	iPad (ninth gen) with keyboard
Grades 7-12	iPad Pro 12.9” (fifth gen) with keyboard

In addition, ‘Iolani School provides a number of educational and productivity apps for iPads. For details on technology at ‘Iolani, visit www.iolani.org/school/parents/technology.

For more information, contact the Information Technology Services (ITS) Department at helpdesk@iolani.org.

Student Rules

BEHAVIOR

A school is a community. All who work within that community are expected to conduct themselves in an appropriate manner, to observe both the law of our land and the code of behavior the school sets forth, to respect the rights of others, and thereby to maintain the best possible atmosphere for learning. Attending 'Iolani School as a student is a privilege, not a right. Students must abide by the rules set forth herein. Behavior that disrupts the educational process or fails to respect the human or property rights of others is unacceptable.

The Head of School, acting upon the recommendation of the teachers, counselors, and Deans, may dismiss a student from 'Iolani for academic or disciplinary reasons at any time when, in the opinion of the teachers, counselors, and administrators, continued study at 'Iolani is not in the school's or student's best interest.

The following constitute some specific forms of unacceptable behavior:

- » Academic dishonesty such as cheating, copying homework, giving one's work to others, and plagiarism
- » Assault or fighting
- » Attendance — being off campus or missing a class, chapel, or assembly without permission from the school
- » Disrespect of the human or property rights of others
- » Disrespect toward an adult or another student
- » Drugs and alcohol — promotion, possession, use and/or being under the influence of alcohol, tobacco, e-cigarettes, vaporizers, or drugs at school or school functions; drugs include marijuana, cocaine, any other illegal drug, or any legal drug judged by the Dean of Students and the Head of School to be used abusively
- » Electronic Misconduct — unauthorized hacking of any electronic device (including, but not limited to, computers, cell phones, laptops, and tablets); causing an electronic device or computer system to become inoperable; downloading or sending profane, obscene language and other sexual or objectionable materials; or promoting, posting, or sending derogatory, harassing, or hate messages on the computer or any electronic device
- » Fireworks — the possession or use of fireworks or other dangerous items
- » Gambling
- » Harassment — unwelcome physical, verbal, written, or electronic action that undermines the personal rights of another individual, including bullying, hazing, and sexual misconduct
- » Lying
- » Sexual activities — involvement in inappropriate physical, verbal, or electronic sexual activities
- » Theft
- » Vandalism, including graffiti

Other forms of misbehavior not specifically described above will be subject to the same corrective action if, in the determination of

the Dean, such behavior fails to respect human or property rights of others or disrupts the educational process.

In general, these rules apply to school hours within the school day. However, students identified for misconduct off campus during school hours are subject to the same rules and corrective measures that govern misconduct on campus. These rules also apply to all school functions, on or off campus, including school-sanctioned trips, regardless of the hour or day.

Misconduct off campus and/or outside school hours may call into question a student's right to remain in school. In those instances, the school reserves the right to take whatever action it deems necessary, including, but not limited to, expulsion.

CAMPUS SAFETY

Students should not leave items unattended or unlocked. The school is not responsible for any losses on campus. To protect the safety and welfare of students and our campus, all students must cooperate with any school investigation, inspection, or search. The school reserves the right to search, at any time at its sole discretion, all personal possessions, including lockers, desks, backpacks, bags, outer clothing (including pockets), and personal electronic devices such as iPads and cell phones, etc., that students bring onto school premises. In situations where there may be a risk of harm or threat to school safety, the school may confiscate a student's personal property, including personal electronic devices, and turn it over to law enforcement. Students should not have an expectation of privacy in the use or storage of belongings on campus.

PROCESS

A student who violates the rules of behavior will be referred to the Dean of Students, Associate Dean of Students, Dean of Lower School, or Associate Dean of Lower School. The Dean will examine and discuss the charges with the student and investigate if deemed necessary. Investigations of possible infractions can be disruptive to the educational process. A thorough investigation is eventually completed as expeditiously as possible, involving as few persons as possible either within or outside of the school. During any investigation, the Dean may take measures to keep students apart from one another while they are on campus. If an accused student chooses not to cooperate with the school's investigation into a violation of the rules of behavior, they may be placed on suspension pending the findings of the investigation.

If it is determined by the Dean that an infraction has taken place, the Dean will counsel the student and determine the corrective action, if any, to be taken. Surrounding circumstances, expectations, relationships, and the age of the student involved are all factors to be weighed in any disciplinary action. In cases of expulsion, the Dean will consult with the Head of School.

HEARING

Students' explanations of their conduct before the Dean of Students or Dean of Lower School constitute a hearing.

CORRECTIVE ACTION

Corrective action for infractions shall be appropriately handled by the Dean of Students, Associate Dean of Students, or Dean of Lower School. This may include, but not be limited to, detention, loss of privileges, required study hall, disciplinary probation, and dismissal. For all forms of unacceptable behavior, students found to have committed infractions may be dismissed immediately. Second chances will be given only at the discretion of the Dean or the Head of School. However, for drug, alcohol, and tobacco offenses, or for flagrant disregard for the human and property rights of others, such as theft, assault, computer abuse, and inappropriate sexual activities, students could be expelled immediately, barring unusual or mitigating circumstances.

A student who is dismissed for disciplinary reasons is not permitted on campus, nor may that student attend 'Iolani functions (such as proms and school dances) without permission from the Head of School or Dean of Students.

APPEAL

Appeals may be made only to the Head of School, who is the final authority in all disciplinary cases. Youth in this community will grow and function well where rules are stated clearly and enforced consistently. Teachers and students will perform better in an environment that is conducive to teaching and learning.

PROBATION

A student on academic or disciplinary probation may not hold elective office (including Senior Prefects), serve as a member of prom or May Day courts, or receive school-sponsored academic, athletic, or service awards. In addition, all students on probation will be placed in required study hall.

ACADEMIC HONESTY

Students must maintain academic honesty and truthfully represent their knowledge and skills in all academic work. This includes demonstrating independent effort when required while also responsibly using resources (e.g., artificial intelligence (AI), tutors, internet sources) in ways that align with teacher expectations and assignment guidelines. Dishonesty, including plagiarism, unauthorized assistance, cheating, fabrication or falsification of data, and misrepresentation of work, compromises the learning process and diminishes the value of academic achievement. When students bypass that process, they miss the opportunity to build deep understanding. Integrity means approaching academic work with honesty and effort, even when it's difficult, and trusting that growth comes through doing the work, not avoiding it.

PLAGIARISM

Plagiarism is presenting ideas, words, or work that are not one's own without proper attribution. Examples include:

- » Copying text word-for-word from books, articles, websites, AI, or other sources without citation.
- » Paraphrasing another person's work or ideas without crediting the original source
- » Submitting assignments that contain AI-generated content without proper disclosure and/or citation

UNAUTHORIZED ASSISTANCE & CHEATING

When preparing for schoolwork, asking for help is possible and even desirable from a parent, friend, teacher, or librarian. The goal of an assignment, however, is not only to find the right answer but also to understand the problem. Unauthorized help includes:

- » Copying or sharing assignments (paper or digital)
 - » Using AI tools to generate answers, complete assignments, or rephrase work in ways that misrepresent a student's abilities or understanding without explicit teacher permission
 - » Submitting work completed by another person without teacher authorization
 - » Receiving or giving unauthorized help during assessments (e.g., exams, quizzes)
 - » During quizzes and exams, no unauthorized resources may be used or accessed. All electronic devices must be properly stored.
- Students should always seek clarification from their teachers about what forms of collaboration and external assistance are allowed.

FABRICATION & FALSIFICATION

Fabrication involves inventing or altering data, research findings, or other academic information. Falsification refers to misrepresenting facts or sources in academic work. Examples include:

- » Inventing or altering research data or citations
- » Manipulating results to fit a desired outcome
- » Citing AI-generated content as if it were from a real source

HARASSMENT POLICY

'Iolani School is committed to providing an environment conducive to learning and fostering mutual respect and sensitivity among all members of our school community. Harassment or any activity that interferes with this environment and/or undermines personal rights will not be tolerated. Harassment includes, but is not limited to, any unwelcome physical, verbal, written, or electronic action that undermines the personal rights of another individual.

'Iolani School endorses and will enforce the right of everyone to participate fully in student life at the school without harassment. To that end, all members of the 'Iolani School community are expected to respect the rights and sensitivities of others at all times and exercise sound judgment in doing so. Violators of this

policy shall be subject to disciplinary action, which may include expulsion.

SEXUAL MISCONDUCT POLICY

DEFINITIONS

Sexual misconduct includes both sexual assault and sexual harassment.

“Sexual assault” means any criminal sexual offense recognized by Hawai‘i law, including unwanted touching or grabbing of sexual parts.

“Sexual harassment” is a specific type of prohibited conduct defined as behavior involving a single instance or repeated instances of unwanted sexual advances or other unwanted or offensive visual, verbal, or physical conduct of a sexual nature or based on sex or gender that unreasonably interferes with a student’s opportunity to receive an equal education. Examples include, but are not limited to, unwelcome sexual contact or advances; pressure for sexual activity; obscene or suggestive remarks or jokes; verbal or written insults or abuse of a sexual nature; display of sexually explicit materials; spreading sexual rumors; flashing or mooning; and/or other conduct of a sexual nature which has the purpose or effect of:

1. Causing the recipient to feel discomfort or humiliation.
2. Interfering with the recipient’s academic performance.
3. Creating an intimidating, offensive, or hostile environment for the recipient.
4. Creating a situation where academic evaluation, status, progress, or non-curricular decisions affecting the recipient depends on submitting to and/or not objecting to the behavior.

APPLICATION

If one feels sexually harassed, one should do the following:

- » Let the offending person(s) know that the conduct is offensive and that the behavior must stop, unless doing so may put the student feeling harassed in danger.
- » Keep a record of when, where, and how the harassing conduct occurred. Include witnesses, direct quotations, actions, evidence, and any other written communication.
- » Promptly contact someone in authority (e.g., a grade-level counselor, faculty member, nurse, Dean, or the Head of School). Identify the offending conduct and person(s) so a thorough investigation and evaluation can be made.

REPORTING SEXUAL MISCONDUCT

If anyone knows or has reason to suspect that sexual misconduct has occurred, they must notify a member of the faculty or staff and provide as much information as possible about the misconduct or reasons for suspecting that misconduct has occurred. ‘Iolani School values the privacy and safety of its students and will respect the wishes of any person who comes forward to report an allegation of sexual misconduct. ‘Iolani

School will keep such a report confidential unless disclosure is necessary to comply with the law or to ensure the safety of all students and employees of the school.

If any person comes forward in earnest to report an allegation of sexual misconduct — even if the school later determines that there is not sufficient evidence to support the allegation, or if any person honestly participates in an investigation of an allegation — any action taken in retaliation against that person is strictly prohibited and will not be tolerated. Any person found to have engaged in retaliatory actions will be subject to immediate and appropriate disciplinary action, including possible expulsion.

If the allegations include violations of other school rules, the Dean and/or Head of School shall have the discretion to grant amnesty for the transgressions of a student who comes forward to report sexual misconduct.

BULLYING AND HAZING

Bullying is repeated and unwanted aggressive behavior among students that involves a real or perceived power imbalance.

Bullying includes, but is not limited to, actions such as making threats, spreading rumors, or attacking someone physically or verbally.

Hazing occurs when an individual or a group of individuals uses humiliating, illegal, and/or dangerous activities to initiate new members into a club, group, or team.

‘Iolani does not permit or condone bullying or hazing in any form or by any group. Bullying and hazing are detrimental to students physically and emotionally.

The school will treat each case on an individual basis. The consequences will depend on the severity of the incident, regardless of whether it occurred on campus or off campus during a school-sanctioned trip or event.

UPPER SCHOOL ATTENDANCE

‘Iolani School pays close attention to attendance and expects students to observe the following procedures when they are absent or late.

UNPLANNED ABSENCES

When a student is absent from school due to illness or injury, a parent/guardian must call the infirmary by 8 a.m., at 808-943-2249 to report the absence. Absences for any other reason should be called in to the attendance office by 8 a.m. at 808-943-2207. When a student must leave school for an appointment during the school day, the parent/guardian must either email attend@iolani.org, send a note, or call the attendance office at 808-943-2207 to explain the reason for the absence. The

student must pick up an off-campus pass from the attendance window before leaving campus. Students missing part of the school day due to scheduled appointments or illness are still responsible for classwork due during their absence. Teachers may require students to submit work before an excused appointment. Failure to meet these requirements may result in academic penalties. In the case of illness, if possible, students should email their teachers to get any missed assignments. If the school believes a student is chronically absent, it may require the student to submit a physician's note upon returning to school.

A student who is ill and absent from homeroom should not attend school that day. If the student comes to school later in the day, they must present a physician's note in person to the Infirmary indicating they are well enough to attend school. Otherwise, the student will receive an unexcused absence for all missed classes and will be noted as an unexcused tardy. Students are not permitted to stay home to catch up on sleep or schoolwork and arrive later in the day. Any unexcused absence or tardy may result in academic penalties, including, but not limited to, assignments due, in-class work, quizzes, and tests. All students claiming illness and who arrive later in the day must check in by noon with a physician's note in order to participate in any extracurricular activities that day. Any student sent home ill during the day may not participate in any extracurricular activities that day.

A student with an excessive number of total absences, whether excused or unexcused, may be placed on an attendance contract or disciplinary probation as determined by the Dean.

PLANNED ABSENCES

Students learn best when they are in class with their classmates and dedicated teachers. To minimize the negative effects of missing class, we strongly encourage families to plan travel during school breaks — which can be found in our Year-at-a-Glance calendar — and to limit absences whenever possible. While class attendance is essential to a productive and fulfilling learning experience, we understand that significant occasions may arise when students must miss school for legitimate and verifiable reasons. In these cases, **ALL steps outlined below must be completed at least two weeks prior to the first day of the absence:**

Notify in Advance:

Parents/guardians must email a written explanation of the planned absence to attend@iolani.org.

Planned Absence Form:

After notifying the school, the student must obtain a Planned Absence Form from the Main Office or Castle Dean's Office. The form must be completed in full — with all required signatures — and submitted to the Main Office for review.

To complete the Planned Absence Form, the following are required:

» **Teacher Signatures:** Teachers will sign the form only if:

- The student and teacher agree on a plan to complete any missing classwork, which may include turning in assignments or taking assessments before the absence.
- The student currently has a grade of C- or higher in their classes.
- The teacher believes the absence will not seriously impact the student's success in class.

» **Counselor and Parent/Guardian Signatures:**

After all teacher signatures are obtained, the student must meet with their counselor for approval. The parent/guardian should sign last, confirming they are aware of the student's grades and make-up plan.

The Dean of Students will review the completed form and determine whether the absence will be excused.

Please note that students are responsible for making up all missed work. Even the best make-up plan cannot fully replicate the learning experience that takes place in the classroom. **Failure to complete the entire Planned Absence process at least two weeks prior to the absence will result in an unexcused absence**, which may lead to academic penalties. Teachers are not required to allow make-up work for unexcused absences. **Students with five or more days of unexcused absence may face consequences such as detention or mandatory study hall.**

MISSING A SEMESTER OR FINAL EXAM

Missing a semester or final exam is a different issue. Teachers may have to rewrite tests to ensure standards for academic honesty are maintained. Proctors must also be hired for alternate final exam testing.

If a student must reschedule a semester or final exam due to a planned absence, these tests must be taken prior to the regularly scheduled exam days. Families will also be assessed proctoring fees based on the cost of proctors and the number of make-up exams taken.

TARDINESS

Students are to be in homeroom before the tardy bell rings at the beginning of the school day, regardless of their respective academic schedules. Late students are to report to the attendance window for admission slips, then report to homeroom or class and present the slip to the teacher. Students without a valid reason for tardiness will be marked unexcused. Consequences will be given to students with five or more unexcused occurrences of tardiness to homeroom or class in one quarter. Those who have committed other serious infractions may also be placed on probation.

HOLIDAYS

All school holidays are printed on the school calendar and announced by the Head of School. Senior skip day, or any

unauthorized holiday planned by students, will not be sanctioned and will be treated as an unexcused absence. In such cases, parents/guardians should not write an excuse unless the child is ill.

ASSEMBLIES, CHAPEL, AND CLASSES

Students must attend grade-level and school assemblies, chapels, and all their classes. Students who cut any of these without permission from the Infirmity or Dean of Students will be placed in required study hall. Students claiming illness during the school day must report to the Wellness Center if they want to be excused from an assembly, chapel, or class.

USE OF ELECTRONIC DEVICES

(For Lower School and Upper School)

To promote a safe, secure, and effective learning environment, students must use school-owned and personal devices responsibly and in accordance with academic and ethical standards. It is the responsibility of all students to understand that any behavior unacceptable in person is also unacceptable when using an electronic device — whether a personal device or a school-owned one — regardless of whether or not students are on campus.

These school policies apply to school-provided iPads and devices and personal electronic devices.

RESPONSIBLE DEVICE USE

- » Academic dishonesty policies apply to all digital work.
- » School or personal electronic devices used at school should not have any apps installed — unless specifically assigned by an 'Iolani teacher — that have a description listed under its rating that is deemed as inappropriate by the school. Descriptions of apps that would be deemed inappropriate by the school include, but are not limited to, phrases such as:
 - Alcohol, tobacco, or drug use or references
 - Profanity or crude humor
 - Cartoon or fantasy violence
 - Creating, sending, accessing, uploading, downloading, or distributing offensive, profane, harassing, threatening, pornographic, obscene, violent, or sexually explicit material
 - Jailbreaking and unauthorized use of and/or other modifications of an 'Iolani electronic device, all of which are not permitted
 - Other forms of misuse not specifically described above will be subject to the same corrective action if, in the determination of the Dean, such behavior fails to respect human or property rights of others or disrupts the educational process.

PRIVACY & DATA PROTECTION

Protect the privacy of students, faculty, and staff. Think before you post; anything shared online can be permanent.

- » Only record content (e.g., video, photos, and audio) with the explicit and known consent of the person(s) being recorded.
- » Respect classmates' and teachers' privacy online (e.g., websites, social media, AI, email, text). Never share or post personal information, private conversations, class recordings, or materials, emails, messages, or media (e.g., photos, videos, or audio) without permission.
- » Do not enter confidential, private, or sensitive information (e.g., addresses or phone numbers) into AI chatbots or tools.
- » Only touch another person's electronic device when invited to do so by the device's owner.
- » Only use your own account and device(s) to access your content.
- » Only access areas of the network you have been given permission to access. Circumventing 'Iolani's network filter or firewall is prohibited.
- » Only post 'Iolani content to the internet with the express permission of the school.
- » Only post content about others to the internet with their permission. Also, secure permission from your parents/guardians and the parents/guardians of others involved.

DIGITAL ETHICS

- » Do not use school technology to create, promote, or distribute harmful digital content.
- » Do not post or send any message, picture, sound, and/or video that is obscene, rude, harassing, or insulting to anyone or any group.
- » Do not create, share, or spread AI-generated media (e.g., video, images, or audio) that alter someone's appearance, voice, or actions to mislead others or altered media to mislead or harm others (aka deepfakes).
- » Do not attack, threaten, or intimidate another student via technology or any other means.
- » "Spamming" or stealthily following someone online ("stalking") is prohibited.
- » Do not deliberately or negligently spread viruses, malware, or spyware.

AI & ACADEMIC INTEGRITY

'Iolani School supports responsible AI use that enhances, rather than replaces, student learning. Unethical AI use can pose challenges to academic integrity and digital safety, including making it easier to plagiarize or create harmful or misleading content. AI misuse violates school policies.

Along with the policies in this handbook, teachers will define acceptable AI use for assignments, and students must follow the provided guidelines. If AI use is not explicitly specified, students are expected to seek clarification before using AI tools.

STUDENT PERSONAL DEVICE POLICY

For Students in Grades 7-9

Cell phones and electronic devices are often positive learning tools when used appropriately. However, these devices can

Student Rules (continued)

distract from the learning environment and face-to-face engagement. To promote a strong teaching and learning environment with active engagement, the following rules apply to all students in grades seven, eight, and nine:

- » Students are strongly encouraged to leave cell phones, personal iPads or other devices, and Apple/smart watches at home.
- » Personal electronic devices must remain off (i.e., not in silent mode) and out of sight during the entire school day from 7:40 a.m. to 3:00 p.m.
- » Smart watch devices and other personal electronic devices, such as gaming consoles, must also be turned off and out of sight throughout the entire school day.
- » Students may use their cell phones or Apple/smart watch before 7:40 a.m. after 3:00 p.m. provided the student is not engaged in study hall, detention, an extracurricular activity, or any other school activity.
- » In cases in which students need to make a necessary and urgent phone call to a parent/guardian, they may go to the Main Office or any other office around campus to request to use a school landline.
- » If there is an emergency and you need to contact your child, please call the Main Office at 808-949-5355, and our office staff will contact your child.
- » AirPods, earbuds, and headphones may be used during the school day outside of class and during study hall.
- » Violation of this policy may result in disciplinary action, including warnings, confiscation of the electronic device for the school day, or detention.

For Students in Grades 10-12

Cellphone and personal electronic device use is a privilege, and you are expected to use your devices responsibly during the school day. If cellphone use interferes with your learning or the learning of others, or if it is used irresponsibly, appropriate consequences may be given.

Violation of this policy may result in disciplinary action, including warnings, confiscation of the electronic device for the school day, and detention.

If students need to make a necessary and urgent phone call to a parent/guardian, they may go to the Main Office to request to use the school landline. If there is an emergency and a parent/guardian needs to contact their child, please call the Main Office at 808-949-5355 and our office staff will contact your child.

CONSIDERATION OF OTHERS

Electronic devices — including, but not limited to, cell phones, laptops, and tablets — may be used during free periods and lunch only by students in grades 10 through 12. When listening to music or videos, earphones or earbuds must be used to ensure that no sound is audible to others.

The following rules apply to the use of electronic devices in specific areas and situations:

- » Library, classrooms, labs, study halls, and field trips — All electronic devices must be turned off unless the student has received same-day permission from the appropriate teacher or proctor.
- » Assemblies, school-sponsored performances, and chapel — Electronic devices must be turned off to maintain a respectful environment.
- » These guidelines are designed to create a respectful and distraction-free environment for all students and staff. Failure to comply with these rules may result in disciplinary action.
- » Do not post or send any message, picture, sound, and/or video that is obscene, rude, harassing, or insulting to anyone or any group.
- » Do not attack, threaten, or intimidate another student via technology or any other means.
- » Do not take up 'Iolani School network bandwidth by downloading movies, music, pictures, or by playing online games not directly connected to your learning or sanctioned by a teacher.

HONESTY

Students are expected to do their own work. iPads allow easy access to information online. Students must cite all sources and create their own content. Online sources should be referenced as instructed by teachers. Copying other people's work and submitting it as one's own work, whether intentionally or unintentionally, is morally wrong. It will be considered plagiarism and will result in a response from the school.

POLICIES FOR SCHOOL-OWNED DEVICES

If a student's iPad becomes damaged or otherwise unusable, they should visit the Information Technology Services Office to diagnose the problem. Do not take it to an Apple Store. 'Iolani has an internal system for repairing and maintaining school-issued iPads and devices. If a device is lost, the student should check with the Main Office or Information Technology Services to see if it has been turned in and/or use the "Find my iPad" feature by visiting iCloud.com.

- » First two repairs: \$50
- » Third repair: \$250
- » Subsequent repairs/replacements: full iPad cost (\$599)
- » Lost iPad: full iPad cost (\$599)

'Iolani's school-issued iPad is provided to students primarily to help with studies and communication with peers. As such, homework and other school-related activities take precedence over all others, including games and non-class-related work. iPads should be kept in their cases at all times and students should treat their school-issued iPads as they would a personally owned device. Students are expected to take proper care of their iPads, chargers, and charging cables and charge iPads every night. A dead battery is not an acceptable excuse for not completing an assignment.

INTERNET AND SOCIAL MEDIA POLICY

Students and families are not allowed to use 'Iolani School's

Student Rules (continued)

name, branding, logos, or any related identifiers on websites, social media platforms, clothing designs, or other public forums without prior written permission from the school. This includes creating websites, social media accounts, or content with 'Iolani identifiers.

This policy covers, but is not limited to, club and athletic team websites; communications (e.g., emails, texts, DMs, etc.) with external stakeholders; and usernames, handles, bios, and posts on Instagram, Twitter, TikTok, and other social media platforms. It applies to all students, clubs, organizations, and athletic teams affiliated with 'Iolani School. Violations may result in disciplinary action, including suspension of club activities and removal of content.

UPPER SCHOOL DAILY REGULATIONS

- » Students in grades seven to eleven are required to be on campus until school is dismissed at 3 p.m.
- » Public display of affection is not appropriate in our school environment.
- » Students in grades seven to eleven are not allowed in the student parking areas on La'au Street from 7:40 a.m. to 3 p.m. Seniors are not to loiter in any of the parking lots when entering or leaving campus during the school day.
- » Students must maintain appropriate noise levels when gathering in courtyards or hallways near classrooms.
- » All books and personal belongings are to be secured in a locker or carried by each student. They are not to be left in the corridors or on the lānai of any of the buildings. Anything left unattended will be picked up and may be claimed in the Main Office. A fine of \$1 will be assessed for each infraction.
- » Gum chewing during school hours is prohibited.
- » Snacks and lunches may be eaten in outdoor areas of the Upper School campus except for hallways alongside classroom doors.
- » Running, jumping, and ball playing are not permitted in any classroom building.
- » Electronic devices — including, but not limited to, cell phones, laptops, and tablets — may be used during free periods and lunch only by students in grades 10 through 12. When listening to music or videos, earphones or earbuds must be used to ensure that no sound is audible to others.
- » The following rules apply to the use of electronic devices in specific areas and situations:
- » Library, classrooms, labs, study halls, and field trips — All electronic devices must be turned off unless the student has received same-day permission from the appropriate teacher or proctor.
- » Assemblies, school-sponsored performances, and chapel — Electronic devices must be turned off to maintain a respectful environment.
- » Students should not play with frisbees, tennis balls, footballs, basketballs, and the like on any part of the campus except on the athletic fields when they do not interfere with PE classes.
- » Students should stand when an adult enters the classroom.

When spoken to by an adult, a student should reply in a clear voice, referring to the person either by the last name preceded by Mr., Ms., Mrs., Miss, or MX., or as ma'am or sir, or Dr.

- » Students are welcome to use the grassy area immediately surrounding the Sun Yat-sen statue but should be aware the Head of School's Office and other administrative offices border this area. Loud noises and horseplay are prohibited.
- » Riding skateboards and rollerblading are not permitted on campus.
- » Students may not ride in school elevators without permission from the Infirmary or Dean of Students.
- » Upper School students are not to play on any Lower School courts or playground equipment during the school day or when the gates are locked.

ST. ALBAN'S CHAPEL

- » St. Alban's Chapel is the heart of spiritual life on our campus. The space should be respected and treated as such.
- » No food or drink is allowed in the Chapel. Trash should be disposed of and the space and pews should be kept clean.
- » Ball playing and horseplay are not allowed in the area near the sundial and stained glass window.
- » Students may use the Chapel for quiet study, prayer, or reflection but must be sitting up in the pews at all times.
- » St. Alban's Chapel is a phone-free zone.
- » Students should be respectful of their noise in and around the Chapel, especially when assemblies and meetings are occurring.
- » Students should honor Chapel services and gatherings by dressing appropriately and being present during the announcements, welcome, homily, prayers, and benediction.

HAROLD K.L. CASTLE BUILDING

- » Students are not allowed in the building before 7:30 a.m. or during lunch. Students with a pass from a teacher may enter at the beginning of lunch period to practice or receive help.
- » Students are not to loiter in the hallways or the foyer during lunch or before or after-school.
- » Students are not to loiter behind the building.
- » Students may not eat or drink on the Castle lānai, front steps, or perimeter.

MASAO NANGAKU BUILDING

- » Students are not to loiter in front of the building or in the student drop off area during school hours.
- » Students should not sit in walkways or doorways while waiting after-school. These areas need to remain clear for people entering and leaving the building.
- » Business is still conducted after-school. Students must be mindful of their behavior and keep noise levels down. Yelling and horseplay are not permitted.

THE SULLIVAN CENTER FOR INNOVATION AND LEADERSHIP

- » Students are not allowed in the building before 7 a.m. or after 5 p.m. on school days.

Student Rules (continued)

- » The third- and fourth-floor project spaces are open to students for quiet study before school, during a free period, lunch, and after-school only if there are no classes or events in the space.
- » Students must behave respectfully and clean up their space before they leave.
- » Students are not allowed in the building before or after-school hours or on the weekends unless accompanied by an adult.

THE HARRY AND JEANETTE WEINBERG BUILDING, KOZUKI STADIUM, AND PARKING STRUCTURE

- » Students are not to loiter in the stairwells or on the Kozuki Stadium bleachers.
- » The Parking Structure is off limits to students.
- » The warehouse is off limits to students.
- » The second-floor balcony is off limits to students unless under the direct supervision of a teacher.

THE FATHER KENNETH A. BRAY ATHLETIC CENTER

- » Students must respect posted rules in athletics facilities for their safety.
- » Phone and iPad use is NOT allowed in the locker rooms.
- » Students are not to loiter in the locker rooms.
- » No food or drink is allowed in the Upper or Lower Gyms during assemblies or chapel services.
- » Students must be aware of their noise levels when in the athletic complex.
- » Students should lock all belongings in their locker.
- » Students should not leave items unattended or unlocked. The school is not responsible for any losses in the locker room or throughout campus.

RESIDENCE HALL

- » Students visiting the dorm during residence hours (3:15-7:30 p.m.) must be the guest of a boarding student, must be signed in with the House Faculty on duty, and are expected to follow all the residential community expectations and policies.
- » Students are not to loiter behind the building.

UPPER SCHOOL DRESS STANDARDS

At 'Iolani School, how we present ourselves is one way we demonstrate care for our learning, for each other, and for the community to which we belong. While many personal factors influence clothing choices, our shared environment necessitates communal expectations. The dress code outlines standards that help create a respectful, inclusive space where students can focus, contribute, and feel a sense of purpose. By enrolling at 'Iolani, students and families agree to support this collective effort. Students whose attire falls outside these expectations may be asked to make adjustments, and repeated issues may result in further consequences. Our approach is designed to be consistent, fair, and rooted in trust, guiding students with dignity while fostering a school culture that values belonging, respect, and a readiness for learning.

While the dress code includes some gender-specific expectations, the school recognizes that not all students express their gender in line with their biological sex and thus supports any student's expression of gender within the spirit of the dress code. It is important that students genuinely adhere to this expectation.

GIRLS

Appropriate tops must cover the midriff (even when arms are lifted), back, and shoulder areas (from armpit to armpit), except for women's dress tops, which may have straps at least three fingers wide. Tops worn under an open jacket or sweater must be in the dress code. Hoods on sweaters and jackets must be removed while indoors. Appropriate pants, shorts, skirts, or dresses should reach the mid-thigh area in length.

BOYS

Appropriate tops for boys are shirts with a collar. Tops worn under an open jacket or sweater must be in the dress code. Appropriate bottoms include walking shorts, slacks, or jeans, and should reach the mid-thigh area.

ALL

Inappropriate tops include tank tops, spaghetti-strap tops, lowcut tops (identified as those where the neckline descends below armpit level), see-through clothing, sleeveless attire, and T-shirts. The only exception is 'Iolani-branded T-shirts, which are permitted on Raider Fridays. Moreover, all attire must not contain any form of inappropriate language, imagery, or advertisements. Inappropriate pants include basketball, soccer, or running shorts, team uniforms not in the dress code, beach attire, and sleepwear (such as pajamas and sweatpants). Clothing should not be tattered or frayed. Hair should be neatly trimmed. Any coloring or bleaching of hair must be in the natural range of hair color. Hats or other headgear should not be worn other than hooded sweatshirts or jackets in outdoor spaces. Inappropriate footwear includes athletic or casual slides such as jandals, beach slippers, and bedroom slippers.

SLIPPER PASSES

Any student requesting a slipper pass for the school day must obtain a pass from the Infirmary or Main Office before 7:40 a.m. A student with a slipper pass for medical reasons is not eligible for participation in PE or athletics for the date(s) of the slipper pass.

STUDY HALLS

All seventh and eighth graders, as well as ninth graders who are not on the Honor Roll or Headmaster's List, are assigned to study hall during unscheduled periods.

Ninth graders on the Honor Roll or Headmaster's List may be exempted from study hall during the subsequent quarter if they have no incomplete grades. They are to remain in study hall until the Exempt List is published. Ninth graders who were exempt during the previous quarter will remain exempt until the new

Exempt List is published.

Tenth, 11th, and 12th graders may be assigned to study hall for academic or disciplinary reasons at the discretion of the Deans or Counselors.

CONDUCT IN STUDY HALL

Students receive seating assignments during the first week and are to take their assigned seats upon attending study hall.

Students are required to check in to their respective study hall location(s) for attendance.

Proctors will announce additional expectations and procedures.

EXCUSE FROM STUDY HALL

Students may not be excused from study hall until attendance-taking has been completed. A student may be excused from study hall by:

- » Presenting the study hall teacher with a written pass, signed by a teacher or administrator.
- » Receiving a call slip from the Main Office.
- » Obtaining special permission from the study hall teacher.
- » Students in the disciplinary required study hall must have their pass signed by the Dean of Students or Associate Dean of Students.

Students excused from study hall should sign out with the study hall teacher, indicating the time of departure and destination. Students with written passes for the entire period must leave their excuses with the study hall teacher at the time they sign out. Students with written passes for only part of the period, and those who receive call slips from the office, must take the pass or call slip with them so the person to whom they report can fill in the bottom portion of the pass and sign it or make a similar notation on the call slip and sign it.

Students excused to use the Library must sign out, take their passes, and present them to the Library proctor.

Students excused from study hall for only part of the period must sign in again with the study hall teacher before the end of the period, indicate the time of their return on the sign-out forms, and turn in their passes to the study hall teacher.

Students who have passes from study hall are not to loiter on campus. For student safety, abuse of study hall pass privileges is not allowed and will result in disciplinary action.

CANCELED CLASSES

Should a teacher be late to class, the class is not automatically canceled. One student should check with the Main Office to find out the circumstances of the teacher's lateness. Students may not leave class without being excused by the Dean of Students.

TRAVEL RULES

On all 'Iolani-sponsored trips, school rules apply from the time the student is released to the chaperones at the commencement of the trip until they are released to the custody of their parents/guardians at the end of the trip. Any student who violates any rule at any time will be subject to punishment and corrective measures governing misconduct on campus, including dismissal.

SENIOR OPEN-CAMPUS PRIVILEGES

Seniors may leave the campus during their free time if they have open-campus privileges and are not on academic probation or restricted for disciplinary reasons. Seniors who leave campus must carry their school identification card with them. If they encounter a police officer, they should explain that they are seniors and have off-campus privileges and present their ID to the officer. Seniors will be required to check out and check in with Campus Security upon leaving and returning to campus. The school may revoke the open-campus privilege of any senior for whom a teacher or administrator feels the privilege is detrimental.

Seniors who have been denied the open-campus privilege will be placed in study halls.

Tutoring Policies

‘Iolani School prides itself on providing each student with individualized attention and academic support. Teachers are available for extra help during the day as well as after-school.

LOWER SCHOOL & UPPER SCHOOL

‘Iolani School does not provide recommendations for outside tutoring. Instead, individual teachers will reach out to students or families regarding after-school extra-help opportunities. When warranted, the Lower School grade-level counselor will discuss further in-school academic support options.

EXTRA-HELP SESSIONS AND TEACHER/STUDENT CONFERENCES

Teachers in the Upper School offer extra-help sessions for students who may want to review material or ask questions. In addition to designated days for each subject area to hold extra-help sessions, teachers may schedule additional extra-help time before or after-school, as well as during free periods that the student and teacher may have in common. The designated extra-help days are:

- » Tuesdays: History and Science
- » Wednesdays: English and Math
- » Thursdays: World Language

Please note that extra-help sessions are from 3 to 4 p.m. on each assigned day.

Counseling and Guidance

THE COUNSELING DEPARTMENT promotes student success by supporting and maximizing academic achievement and fostering personal and social development.

Counselors at ‘Iolani School help students understand themselves and the challenges they face. Further concerns may be addressed by the Director of Social and Emotional Health.

There is a kindergarten through first-grade counselor, a second- and third-grade counselor, a fourth and sixth-grade counselor, a fifth- and sixth-grade counselor, and one to two counselors for each grade level from seventh through 12th grade. A support counselor is also available to students in seventh through 12th grades. There are seven college counselors who advise students in grades nine through 12.

‘Iolani offers a health and wellness program for all students. In grades kindergarten through six, all students have guidance lessons throughout the year. All seventh graders take a single quarter Lifetime Health 7 course covering identity, relationships, assertiveness, and the changes of adolescence. Counselors teach lessons on course planning, GPA, as well as preparation for course registration. The college counselors also meet during advisory to introduce college counseling and the college admissions process.

The counselors meet individually with all students in their grade level during their first year together. New students and students with academic, personal, or developmental concerns receive additional attention. Counselors work closely with each other, parents/guardians, the faculty, and the administration to ensure special concerns are handled appropriately and consistently.

The counseling relationship between a student and their school counselor, psychologist, or school nurse requires an atmosphere of trust and confidence. School counselors, psychologists,

and nurses recognize their primary obligation regarding confidentiality is to the student but balance that obligation with an understanding of the family or guardians’ legal and inherent rights to be the guiding voice in their children’s lives (ASCA, 2016). Counselors, psychologists, and nurses maintain confidentiality for information shared by a student unless keeping that information confidential leads to foreseeable harm. Serious and foreseeable harm is different for each minor in the school setting and is determined by students’ developmental and chronological age, the setting, parental rights, and the nature of harm (ASCA, 2016, A.2.e). Exceptions to confidentiality exist, and school counselors, psychologists, and nurses have a responsibility to disclose information obtained in counseling relationships to others to protect students, themselves, or other individuals.

In August, new students visit ‘Iolani to meet school personnel and other new students and to tour the campus. Counselors meet with small groups of new students in September to answer questions about academic and extracurricular activities

VOLUNTEER TUTORING

With teacher approval, students in grades nine through 12 volunteer their time to help younger students with courses/classes that could give them difficulty. They tutor in a proctored classroom during their study hall periods and/or after-school at no cost to the students or parents/guardians. Upper School students also act as Big Brothers and Sisters to kindergarten through sixth-grade students as needed.

Community and Civic Engagement



THE “ONE TEAM” ethos guides community and civic engagement at ‘Iolani. Students are encouraged to participate in on- and off-campus projects to make a positive impact, build civic skills and community relationships, practice leadership with aloha, and learn from real-world experience. With a variety of clubs, service activities, and partnerships, the school facilitates disaster and refugee relief efforts, environmental and sustainability initiatives, and projects to promote food security and healthy, thriving communities.

Many classes throughout the Lower School build an understanding of the self and community, guiding students through service projects that are integrated into the curriculum and build awareness, empathy, and agency. In the Upper School, several courses — including Economics and Entrepreneurship, the One Mile Project, and My Life, My Island, My World — feature service-learning and leadership as focal points, giving students a more in-depth experience of community and civic engagement with critical reflection.

Service-oriented clubs, such as Family Promise, Key Club, Raiders for Wounded Warriors, Leo Club, Interact, Plus Club, Surfrider Club, the Naturalist Club, and Storytellers Club, organize and execute projects throughout the year. Groups such as the Citizens’ Climate Lobby Youth Action Team and the Period Warriors offer opportunities for advocacy, educational outreach, and other forms of civic engagement.

We truly value our partners, many of whom represent nonprofit organizations, policymakers, community groups, other K-12 schools, and higher education institutions. Some of the partnerships related to our recent projects include The Institute for Human Services, Aloha Harvest, Hawai‘i Foodbank, Pu‘uhonua O Wai‘anae, Child and Family Service Hawai‘i, The Honolulu Zoo, The Humane Society, Kahauiki Village, UNHCR — The UN Refugee Agency, Hawai‘i Meals on Wheels, HUGS, Parents And Children Together, Sustainable Coastlines Hawai‘i, Mālama Maunaloa, 100th Infantry Battalion Veterans, Pālolo Elementary School, Ala Wai Elementary School, Ali‘iōlani Elementary School, the University of Hawai‘i at Mānoa, Chaminade University of Honolulu, Kapi‘olani Community College, Catholic Charities Hawai‘i, and the Episcopal Creation Care Task Force.

‘Iolani’s Office of Community and Civic Engagement crafts and supports community opportunities, serving as a resource for teachers, students, and external partners.

Privacy and Disclosure Policies

STUDENT EDUCATION RECORDS

In general, parents/guardians and current 'Iolani School students over the age of 18 ("Eligible Students") may inspect and review a student's education records as defined below. Parents/guardians are those identified on a student's birth certificate or legal document. Any subsequent changes must be demonstrated by appropriate documentation (e.g., adoption or guardianship decree, court order, divorce decree). If any parent/guardian objects to 'Iolani permitting another parent/guardian from accessing a student's education records, they must provide 'Iolani with a written explanation and copies of appropriate legal documentation. It is solely the responsibility of the parents/guardians to update 'Iolani concerning any changes.

"Education records" are records directly related to a student that are maintained by 'Iolani and presented to an outside organization (typically, a college or other school) at the request of a student. These records include, but are not limited to, grades, transcripts, class lists, student course schedules, standardized test scores, teachers' comments, and certain health records that may include any official disciplinary actions taken. 'Iolani reserves the right to routinely amend and/or maintain education records, in its sole discretion, as may be appropriate in the normal course of business.

INSPECTION AND REVIEW

'Iolani will respond to any written request to inspect and review a student's education records within 45 days of the day it receives the request for access. Parents/guardians or eligible students should submit to the Dean of Upper School or Dean of Lower School a written request identifying the records they wish to inspect. The school will arrange for access and notify the parents/guardians or eligible student of the time and place where the records may be inspected.

REQUESTS FOR CORRECTION

If a parent/guardian or eligible student believes the student's education records are inaccurate or misleading, they may request that 'Iolani correct the records that are believed to be inaccurate or misleading. Parents/guardians or eligible students should write to 'Iolani, addressed to the Dean of Upper School or Dean of Lower School, and 1) clearly identify the portion of the education records they want to be corrected, 2) specify why they believe the records are inaccurate or misleading, and 3) articulate how they would like the records to be corrected. If 'Iolani decides not to amend the record as requested by the parent/guardian or eligible student, the school will notify the parent/guardian or eligible student of the decision.

STUDENTS AGE 18 AND OLDER

As a condition of continued enrollment, students and parents/guardians consent and agree that if a student is age 18 or older or if any student turns age 18 while enrolled at 'Iolani, 'Iolani shall have the right to communicate directly with, and share and release information to, the student's parents/guardians regarding

any issue or matter affecting the student, including but not limited to academics, grades, classes, athletics, extracurricular activities, conduct, discipline, health and safety, medical information, social emotional support, and all other matters.

DIRECTORY INFORMATION

'Iolani may disclose certain Directory Information about students as reviewed and approved by the student's parents/guardians without requesting or receiving additional written consent. 'Iolani uses Directory Information — personally identifiable information about the student that is generally not considered harmful or an invasion of privacy if released — primarily in school transcripts, certain school publications, media displays, and press releases, both printed and electronic. Examples include:

- » The school's student directory
- » The school newspaper
- » The school yearbook
- » The school graduation program
- » The school website
- » Academic honors recognition lists
- » Playbills showing the student's role in a play
- » Sports activity lists, such as rosters showing the weight and height of team members
- » Press releases from the school
- » Newspaper, magazine, or television features on the school
- » Other school publications and presentations

Directory Information may also be disclosed to certain outside organizations without the prior written consent of a parent/guardian of an eligible student. Outside organizations include, but are not limited to, companies that manufacture class rings, publish yearbooks, or provide educational software services. Directory Information may also be used for alumni relations purposes while enrolled and following graduation.

If a parent/guardian does not want 'Iolani to disclose all or certain pieces of Directory Information about their child and did not direct 'Iolani accordingly during the enrollment/reenrollment process, the parent/guardian must notify 'Iolani in writing by the first day of instruction for the regular school year, addressed to the Dean of Upper School or Dean of Lower School, with specific instructions. 'Iolani has designated the following information as Directory Information of a student:

- » Name
- » Address
- » Telephone listing
- » Electronic mail address
- » Date and place of birth
- » Dates of attendance
- » Grade level
- » Participation in school activities and sports
- » Weight and height, if a member of an athletic team
- » Photograph, film, digital, and video images

Privacy and Disclosure Policies (continued)

- » Honors and awards received
- » College of attendance

DISCLOSURES AND MANDATORY REPORTING

Notwithstanding the above, 'Iolani will disclose personally identifiable information as required by state or federal law, to make a police report, or to otherwise protect the health and safety of all members of the 'Iolani community. Specifically, 'Iolani must report any reasonable suspicions of child abuse or neglect to Child Welfare Services. The law does not require 'Iolani School to obtain parental consent before making a report. Once a mandatory report is made, 'Iolani School will not take further action except as permitted to do so by a government agency with the appropriate authority. Such reports, and records of reports, are highly confidential, and 'Iolani School will not disclose whether a report has been made. Likewise, 'Iolani will report suspected crimes that occur on campus, at school sanctioned events, or that otherwise affect the health and safety of students or the 'Iolani community to law enforcement without consent or prior notice.

Note that 'Iolani, in its sole discretion, may share information contained in a student's education records with persons associated with 'Iolani for the purposes of instruction or in furtherance of the legitimate educational interests of 'Iolani. Persons associated with 'Iolani include those employed by the school as an administrator, supervisor, instructor, coach, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on 'Iolani's Board of Governors; a person or company with whom 'Iolani has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); and a parent/guardian or student serving on an official committee or assisting another person associated with 'Iolani in the performance of their tasks.

‘Iolani ‘Ohana Parent Organization

The ‘Iolani ‘Ohana is the official parent organization of ‘Iolani School, and all parents/guardians are welcome as members. We seek to build a vibrant, supportive, and connected school community through social activities and programs.

The ‘Iolani ‘Ohana Council is a leadership group of ‘Iolani School and consists of approximately 45 members who serve as officers, committee chairs, and grade-level representatives. These members oversee the planning of parent and family events and the coordination of parent involvement in social activities and programs. Each grade level from kindergarten through 12th grade is represented by two to three parent/guardian representatives. Throughout the year, parents/guardians will receive information and invitations from their respective grade-level parent/guardian representatives.

In addition to the above, the council serves as a liaison between the administrators and parent/guardian community to maintain open communication regarding school initiatives and projects.

Being a part of the council is a wonderful opportunity to get actively involved in our community. It’s also a great way to develop lasting relationships with the families in your child’s grade while providing an important service to the school. Please consider sharing your time and talents by volunteering with the ‘Iolani ‘Ohana Council. Volunteers are also needed to assist with classroom and grade-level activities.

To learn more about becoming a member of the ‘Iolani ‘Ohana Council or other parent/guardian volunteer opportunities, contact the ‘Ohana Liaison at ohanaliaison@iolani.org.

‘Iolani Fair

One of the most exciting and fun-filled events of the year for our students, families, faculty, staff, alumni, and community is the two-day ‘Iolani Fair. For more than 30 years, the annual fair has been the school’s largest school-community fundraiser. Proceeds raised at the fair help to directly fund student travel initiatives for dozens of classes and programs.

The theme of the fair for this school year is Beneath Island Skies. Save the dates of Friday, April 17, 2026, and Saturday, April 18, 2026, and plan to join us at the fair from noon to 10 p.m.

Creating a fun, safe, and successful fair requires the help of thousands of volunteers. All families, students, faculty, and staff are asked to help support this important event for our school by volunteering for one or more shifts. Your participation is integral to our success. There are hundreds of different volunteer opportunities to match the time and/or talents families may have to share. Some examples include:

- » Volunteering to help shadow and chair a booth
- » Joining the leadership team to help oversee a division
- » Signing up to work a shift and/or help at a pre-fair workshop
- » Encouraging your company to be a corporate sponsor
- » Helping to quilt blankets
- » Donation of flowers and greenery for our Lei Po’o booth
- » Getting together with fellow parents/guardians to create a unique basket for the silent auction

We need volunteers in all of these ‘Iolani Fair areas:

- » Games
- » Rides
- » Food
- » Silent Auction
- » The General Store (plants, baked goods, lei po’o)
- » Keiki Kountry
- » Support
- » Administration (manpower)

Beginning in the fall, the ‘Iolani Fair team will email you details on ways you can sign up to volunteer and select the opportunity you are interested in. Signing up is easy and can be done online. If you would like to volunteer or get involved at a leadership level by becoming a chair or shadow for a booth or division, please contact the ‘Iolani Fair Office directly at 808-943-2339 or email fair@iolani.org.

Check for updates throughout the year at iolanifair.org.

Fundraising Policies

OBJECTIVES

‘Iolani School recognizes and appreciates the significant financial investment our families make in their child’s education. Acknowledging this commitment, the school makes every effort to use operating funds to alleviate additional costs for extracurricular activities, including assistance with overall travel costs (for performances, games, competitions, etc.), reductions in costs of Class Camps (for grades four, six, and 12), and aid for miscellaneous costs for student activities.

As such, ‘Iolani School does not allow miscellaneous fundraising on or off campus. Instead, advisors, faculty, and coaches can make requests per the guidelines that follow, and the school will make every effort to assist with the costs in a way that will provide equivalent financial support without relying on contributions from families or the community.

These guidelines will identify channels available to faculty, advisors, and parents/guardians to request funds and ensure ‘Iolani School is in compliance with federal guidelines, policies, and best practices with regard to fundraising in a manner that is fair and consistent for all students.

‘Iolani School remains committed to supporting extracurricular activities and enhancing the student life experience on campus. It offers the following opportunities for financial support:

SCHOOL-GENERATED FUNDS — ‘IOLANI FAIR

Each year, the net proceeds generated from the ‘Iolani Fair are placed into a school account to help offset the costs of travel for ‘Iolani School teams, clubs, and classes. The fair helps support dozens of classes, teams, and programs, including:

- » Academic teams
- » Athletic team trips
- » College counseling trips
- » Fourth-Grade Camp (Big Island trip)
- » Imua and Yearbook
- » Performing arts
- » School clubs
- » Senior Camp
- » Sixth-Grade Camp

The funds are dispersed in priority order as follows:

1. To cover the costs of chaperones for student travel
2. To reduce the costs of class camps for all participating students
3. To reduce the cost of all remaining trips to a level that ‘Iolani Fair proceeds can support

‘Iolani School has established processes for faculty and advisors to request needed funds for travel. **In accordance with this policy,**

members of the ‘Iolani community should NOT solicit or directly accept contributions for individual programs and activities. These guidelines are in place to serve our families as well as to ensure ‘Iolani School is in compliance with federal policies and best practices with regard to fundraising for the school, both on and off campus.

OTHER

In specific cases, there may be opportunities for participation in fundraising activities created by ‘Iolani School. Some examples include:

SCHOOL PERFORMANCES

From time to time, performing arts or other groups may consider charging for a performance as a fundraiser for upcoming travel. Requests for this type of fundraiser must be approved by the appropriate Academic Dean and Advancement Office.

COMMUNITY-FOCUSED FUNDRAISERS AND DONATION DRIVES

‘Iolani School does not allow miscellaneous fundraising or donation drives on or off campus. However, as an educational institution empowering and equipping students with the tools to address community and global needs, fundraising and donation drives are recognized as part of a much broader spectrum of impact strategies. If these specific strategies are the focus of service-learning curricula and consistent with ‘Iolani School’s mission, exceptions may be granted with institutional review. The Community and Civic Engagement Office provides guidelines for proposals for donation drives and fundraisers.

EDUCATIONAL CAMPS AND SPORTS CLINICS

Camps and clinics that provide instruction may charge participants. Requests for these activities should be submitted to the Academic Dean overseeing the event.

ACCOUNTABILITY AND FINANCIAL REPORTING

Any checks, sponsorship dollars, or other funds received by a school club, team, parent/guardian, or group must be addressed to ‘Iolani School and immediately submitted to the ‘Iolani Advancement Office for proper accounting and reporting.

The funds will then be held by the Business Office and allocated for the group’s purpose and distribution. This ensures proper stewardship of those dollars both in reporting back to the donor(s) and per legal regulations. All funds collected for any school or extracurricular school purpose are subject to regular audit and accountability requirements.

'Iolani Parent Portal (via Veracross)

In the 2023-24 school year, 'Iolani School transitioned to a new student information system, Veracross. All parents/guardians should activate their Veracross Parent Portal accounts. Parents/guardians will be directed to login throughout the year to complete various tasks such as re-enrollment, tuition payment, and updating household information. NOTE: While the Veracross Parent Portal is viewable on mobile devices, there is no mobile app available. The school is still building new content and features on the Parent Portal and appreciates your patience and understanding as the portal may change throughout the year. Below are the key features of the Parent Portal:

Found under your student's Classes and Reports section:

1. **Report Cards:** The school will email parents/guardians and Upper School students when report cards are published.
2. **Course Enrollment Document (Upper School only):** Available in July, the document includes a simple listing of your child's classes to aid you in purchasing textbooks and for students to inform their counselors in case an error is found.
3. **Student ID and Info Sheet (Upper School only):** Available in July, this document provides your student's ID number and key contacts such as their grade-level counselor and class advisors.
4. **Course Schedule:** Available in August, the schedule includes your child's classes and details about teachers, rooms, and periods.
5. **Attendance Reports (Lower School only):** Available during the school year, these reports provide details of absences and occurrences of tardiness by quarter.

Access these sections from the Main Menu:

6. **Household Profile** allows you to update your family's information, including address, phone numbers, student contact info, and student ethnicity/race, as well as inform the school of any changes in your household.
7. **Billing and Invoices** houses family invoices from the school's Business Office and allows you to pay your invoices online. It also allows you to save or access saved payment methods for future use (VCPay Wallet).
8. **Student and Household Directory** shares directory information about 'Iolani School students and families. Families have been granted consent to share their data by setting their directory preferences on the Parent Portal. The Directory Preferences form will be available throughout the year to update as needed.
9. During **Re-enrollment**, families will sign their contracts and pay their deposits from the Parent Portal.
10. **Magnus Health** is available directly from a link in the Parent Portal. You will not need to maintain an additional Magnus Health login once you log in to the Parent Portal.
11. **The Calendar** displays key school events and dates.
12. **Resources and Links** includes maps, contact information, policies, and procedures.

URL to access the Parent Portal:

<https://portals.veracross.com/iolani/parent>

FAQs and information on logging in for the first time:

parents.iolani.org.

Special Programs

AFTER SCHOOL PROGRAMS

'Iolani School offers After School Program classes that take place after the regular school day ends during the regular school year, including After School Care for students in kindergarten through sixth grade. For more information, visit www.iolani.org/after-school-programs.

SUMMER PROGRAMS

The mission of 'Iolani Summer Programs is to continue the tradition of leadership and academic excellence by offering students from the community and abroad an opportunity to enrich their knowledge and curiosity through engaging curriculum and interactive learning environments fostering lifelong learners ready to engage their world in new and innovative ways. Summer Programs include a variety of daily enrichment courses in the arts, athletics, STEM, and academics for students entering grades kindergarten through 12. Classes and excursions invite students to develop their knowledge and curiosity through innovative subject matter and experiential learning. For more information, visit www.iolani.org/summer.

Plant and Facilities



'Iolani School is situated on a 25-acre campus a few miles from Diamond Head State Monument, the Honolulu Zoo, and the University of Hawai'i at Mānoa. The campus is nestled in the McCully-Mō'ili'ili neighborhood and is near the neighborhoods of Kaimuki and Kapahulu. The school provides a safe, well-secured campus for students and families while also serving as a welcoming community gathering place. Some of the most visited sites on campus include:

AI FAMILY LEARNING CENTER

The Ai Family Learning Center was renovated in 2023 and is home to the Lower School Main Office, Lower School Counseling Department, Lower School Library, and students in the second through sixth grades.

ART BUILDING

A comprehensive art building houses facilities for ceramics, photography, painting, drawing, glass and metal work, and 3D design. A Lower School Art Room and the school's Art Gallery are situated on the ground floor.

ATHLETIC FACILITIES

The Father Kenneth A. Bray Athletic Complex includes two gymnasiums, physical conditioning and physical training rooms, a cardio room, and space for wrestling, gymnastics, and dance. Outdoor facilities include the Kozuki Stadium facilities, an Olympic-size swimming pool, six tennis courts, two football and soccer fields, a track, a baseball diamond, and the One Team Field House.

CASTLE BUILDING

The Castle Building is home to the chorus room, band room, orchestra room, classrooms, and four science labs. Castle Building's first floor also houses the Dean of Operations, Associate Dean of Students, seventh- and eighth-grade counselors, and the Performing Arts Department staff.

I-BUILDING

The I-Building is home to Upper School classrooms as well as offices for the Head of School, Dean of Students, Dean of Upper School, as well as the Upper School Main Office and the Counseling Department.

K-1 COMMUNITY

The K-1 Community features 10 classrooms in five buildings, uniquely blending outdoor learning spaces with indoor instructional areas. Each classroom has floor-to-ceiling windows looking out into a large natural playground. There are gardening spaces, outdoor lānai, and "reading trees" in the first-grade classrooms, and the natural playground is designed with activity stations encouraging collaboration, discovery, growth, and expression.

KANESHIRO SCIENCE AND INNOVATION CENTER

The two-story Kaneshiro Science and Innovation Center includes large spaces on the ground floor for science and a large fabrication and computer lab, flex space, and religion and English classrooms on its second floor.

LIBRARIES

The Tsuzuki Group Library (for grades seven through 12), located on the second floor of the Sullivan Center for Innovation and Leadership, and the Lower School Library (for grades kindergarten through six), located in the Ai Family Learning Center, provide a well-balanced collection of materials and technology to support student learning and enrich the curriculum.

NANGAKU BUILDING

The Nangaku Building's first floor is home to the Day Admission Office, Advancement Office, Business Office, Campus Store, and Ranzman Boardroom. The Nangaku Building's second floor houses the Communication Office and several classrooms.

RESIDENCE HALL

The dormitory is a modern, secure, and well-designed five-story residential hall housing 112 students in grades nine through 12 as well as House Parents who reside on the ground level. Common areas on each floor and on the ground level are also available for supervised student use. There are strict rules regarding entering the dormitory.

SIDNEY AND MINNIE KOSASA PERFORMANCE STUDIOS

The Sidney and Minnie Kosasa Performance Studios feature high ceilings and added space for music and dance classes for students in grades kindergarten through six.

ST. ALBAN'S CHAPEL

Among the first buildings to be completed at the Ala Wai site, the chapel was dedicated in 1953. The spiritual center of the school, St. Alban's Chapel has undergone major renovations beginning with the gift of an Allen Digital Computer Organ, installed in 1990. In 1993, a stained glass window designed for the front of the chapel was added. All pews and furnishings were redone in koa in 1995 and a trellis was constructed in 2005. St. Alban's Chapel seats 500 students and is used every weekday morning for school services.

SULLIVAN CENTER FOR INNOVATION AND LEADERSHIP

The Sullivan Center for Innovation and Leadership at 'Iolani School is a sustainably designed 40,000-square-foot, four-story facility dedicated to citizenship, applied technology, scientific discovery, and digital communication. Focusing on 21st-century learning skills, the Sullivan Center includes an innovation lab, a modern library, flexible project spaces, collaboration classrooms, a digital media lab, a rooftop garden, and a research lab.

WEINBERG BUILDING

The Harry and Jeanette Weinberg Building provides 32 classrooms, four physics suites, and an AP biology/chemistry lab. The building also houses the College Counseling Department, Seto Hall (a large multipurpose meeting, assembly, and banquet room), the Media Services (Audiovisual) Department, and a snack bar.

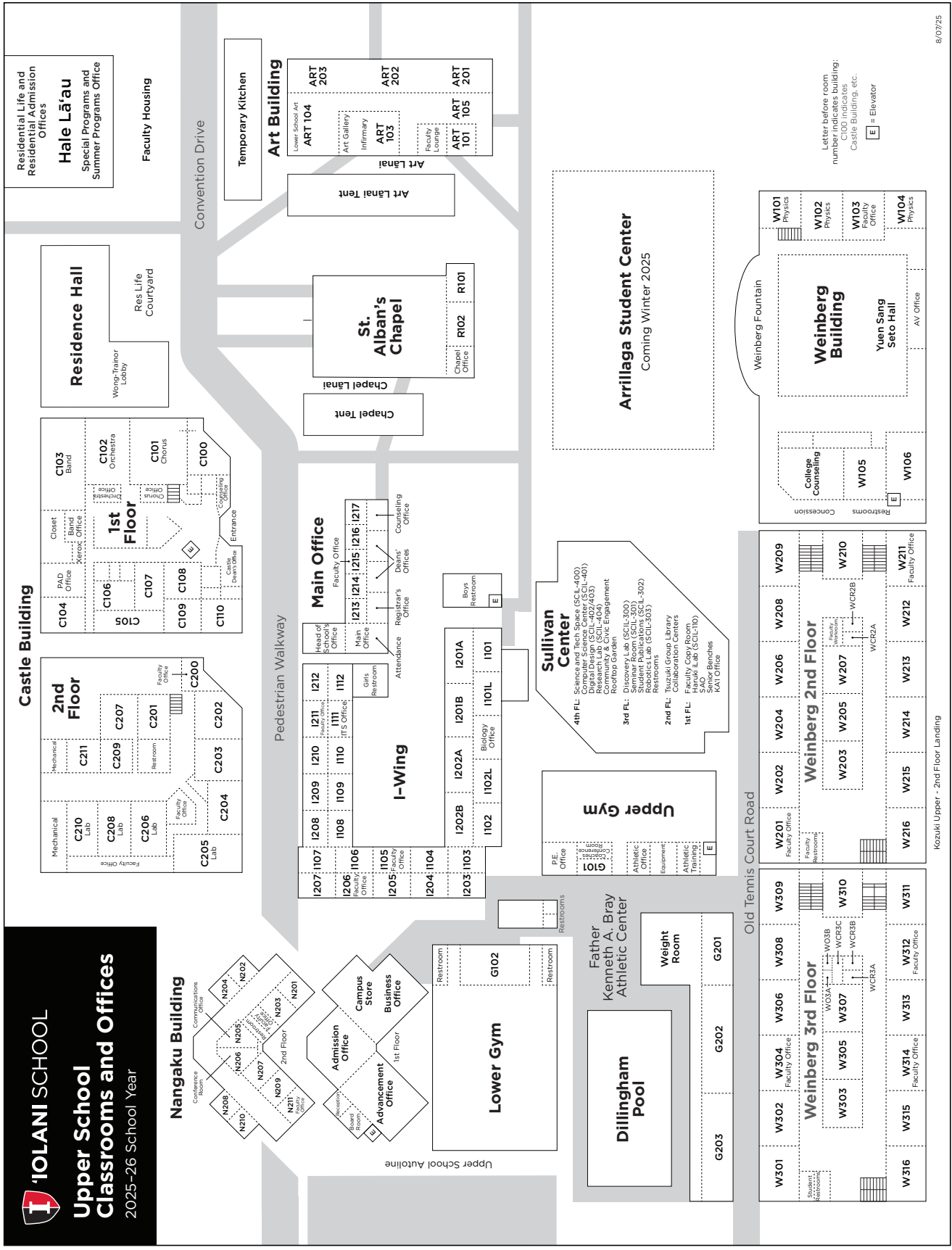
FOOD SERVICE

Sodexo operates the school's cafeteria and snack bars. Meals may be purchased with cash or by using a debit account accessed by the student's ID card. Money may be placed in a student's account beginning in August.

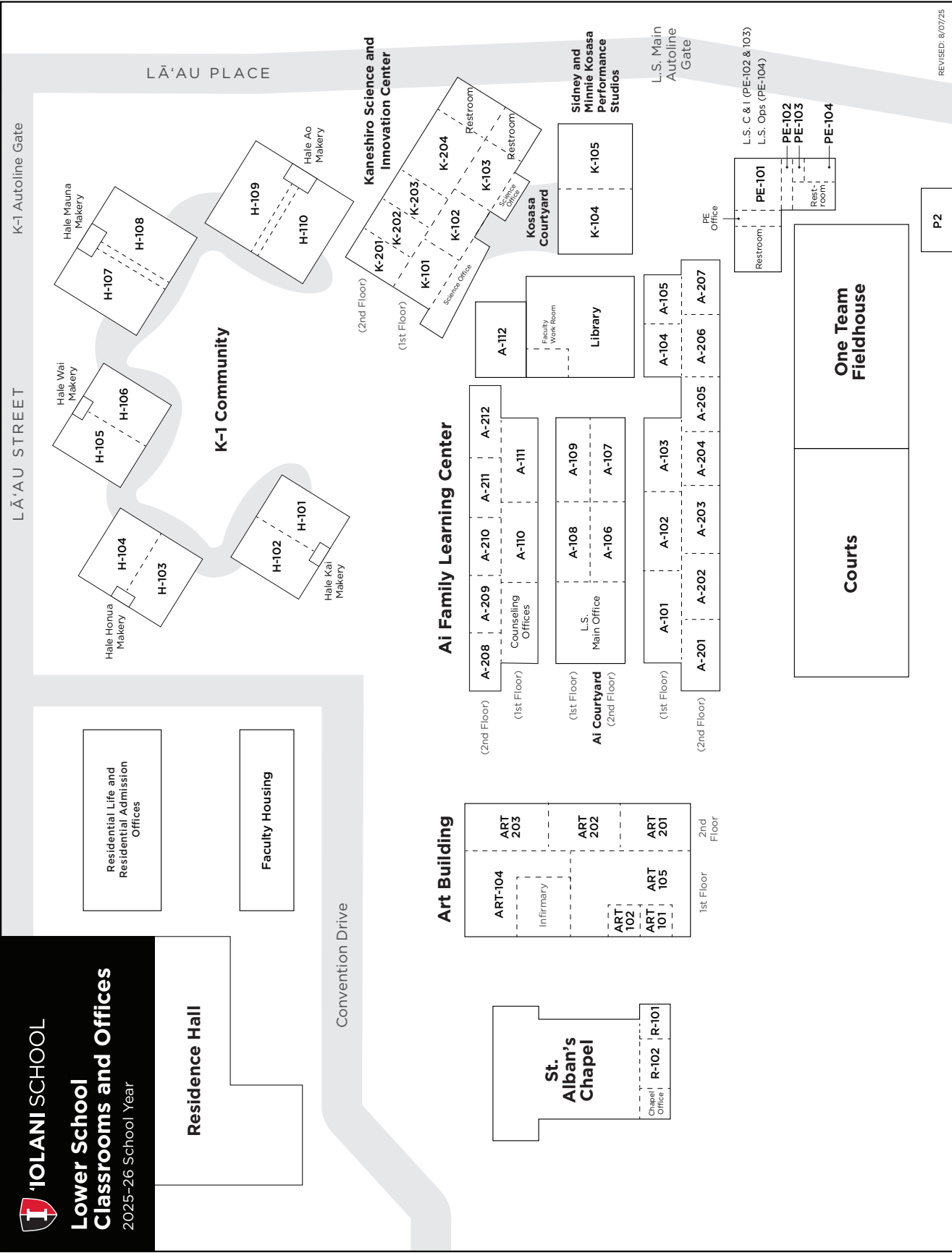
Campus Map



Upper School Classroom Map



Lower School Classroom Map



Emergency Procedures

In the event of a school closure or campus emergency, ‘Iolani School will keep parents/guardians informed through a messaging service, radio broadcasts, our website (www.iolani.org), and email. The emergency broadcast station for Hawai‘i is KSSK AM 590 and FM 92.3. Parents/guardians may also call the Upper School office at 808-949-5355 or the Lower School office at 808-943-2227.

TSUNAMI WARNING

‘Iolani School is not in a regular O‘ahu Tsunami Evacuation Zone (TEZ) but is in one of the recently designated Extreme Tsunami Evacuation Zones (XTEZs). The new XTEZs do not replace the current TEZs, but instead add a second zone for a potential extreme event. Extreme tsunamis are low-probability, once-in-a-thousand-year occurrences, but they represent the high-impact “worst-case” inundation scenario for Honolulu. In the unlikely event of an Extreme Tsunami Warning, the school will evacuate inland to higher ground as instructed in the City and County of Honolulu’s XTEZ plan.

In the event of a regular tsunami warning, ‘Iolani School will adhere to the following procedures:

If a warning is issued by the Pacific Tsunami Warning Center through the O‘ahu Civil Defense Agency while school is in session, school personnel will remain with students until parents/guardians can safely pick them up. The O‘ahu Civil Defense Agency advises that parents/guardians not leave a safe area or drive through a danger zone to pick up their child(ren) during a tsunami warning. Parents/guardians should wait until the “All Clear” has been announced. Lower School children are to be picked up at the Autoline gate on Lā‘au Place. Upper School students are to be picked up at the Lower Gym on Kamoku Street. The school will follow instructions from the O‘ahu Civil Defense Agency through local radio broadcasts.

If the warning is issued before school begins, classes will be canceled and the school will be closed. Students’ parents/guardians, the O‘ahu Civil Defense Agency, and radio stations will be notified by the Head of School’s Office.

HURRICANE/TROPICAL STORM WARNING

The National Weather Service issues Hurricane or Tropical Storm WATCHES 48 hours prior to storm effects. Hurricane or Tropical Storm WARNINGS are issued when one of these storms could affect O‘ahu in 36 hours or less. Extreme Wind Warnings for sustained hurricane-force winds of 115 mph or greater are issued when winds are expected within an hour. When a WATCH is issued, school administrators will monitor the storm and make decisions to close the school before the issuance of a WARNING. The timing of the closure will coincide with the end of a normal school day, if possible. If a WARNING is issued by the O‘ahu Civil Defense Agency while school is in session, school personnel will remain with students until parents/guardians can safely pick them up. Lower School children are to be picked up at the Auto-

line gate on Lā‘au Place. Upper School students are to be picked up at the Lower Gym on Kamoku Street. Students’ parents/guardians, the O‘ahu Civil Defense Agency, and radio stations will be notified by the Head of School’s Office.

EARTHQUAKES

In the event of an earthquake of significant magnitude, ‘Iolani School will care for students until parents/guardians can safely pick them up. Lower School children are to be picked up at the Autoline gate on Lā‘au Place. Upper School students are to be picked up at the Lower Gym on Kamoku Street. Students’ parents/guardians, the O‘ahu Civil Defense Agency, and radio stations will be notified by the Head of School’s Office.

CAMPUS EMERGENCY

In the event of an emergency requiring campus containment or school closure, ‘Iolani School will care for students until parents/guardians can safely pick them up. Lower School children are to be picked up at the Autoline gate on Lā‘au Place. Upper School students are to be picked up at the Lower Gym on Kamoku Street. Students’ parents/guardians will be notified through phone, text messages, email, radio broadcasts, and the school website, www.iolani.org, and provided a time when students can be picked up from school.

ASBESTOS HAZARD EMERGENCY RESPONSE ACT (AHERA) NOTICE

In 1986, Congress passed the Asbestos Hazard Emergency Response Act (AHERA). This law requires all public and private schools with grades kindergarten through 12 to be inspected for asbestos-containing materials (ACM) and to develop a management plan for controlling exposure to these materials. This law also requires that ‘Iolani notify parents/guardians on an annual basis with regard to ACM at the school.

The goal of ‘Iolani School’s asbestos program is to provide a safe and healthy environment and to comply with all applicable laws. ‘Iolani School engages a third-party service provider specializing in this area to monitor the school for compliance with AHERA regulations. A copy of the report prepared by the third party is available for review in the Business Office.

KA'I Programs



THE KA'I (*Kūkulu Alaka' i 'Iolani*, The Creation of Leaders) Programs at 'Iolani School are committed to raising life outcomes for underserved youth from Pālolo Valley. Now in its 16th year, KA'I has grown to comprise five components addressing the needs of Pālolo Valley youth from early childhood through postsecondary education completion. These five programs are funded by local and national foundations, many generous donors, and 'Iolani School.

The KA'I Keiki Program, a partnership between 'Iolani School and Pālolo Homes, provides early childhood summer education to children ages three to seven living in the Pālolo Homes public housing. The program focuses on developing social, emotional, and cognitive skills necessary for school readiness in a welcoming and joyful school environment and also assists families in enrolling their children in preschool programs during the school year. Funded by the 'Iolani Alumni Association, the McNerny Foundation, the Freeman Foundation, and the Omidyar 'Ohana Fund, the KA'I Keiki Program has served more than 385 children over the past 11 years.

The KA'I Elementary Program began in 2022 and strives to close the achievement gap for underserved elementary-school-age students, many of whom are English-language learners. Students, who commit to four consecutive years, receive two meals a day, transportation to and from Pālolo Valley, and academic enrichment courses at 'Iolani School. Now at full capacity, the KA'I Elementary Program serves nearly 50 students from the third through sixth grade.

The KA'I Middle and High School Program is a partnership between 'Iolani School and William P. Jarrett Middle School designed to counteract the learning loss that underserved youth experience over summer breaks by engaging students in a free, high-quality, six-week summer program at 'Iolani School during their middle

and high school years. Now in its 16th year, the program currently supports 75 students in grades seven through 12. Largely funded by the McNerny Foundation, The KA'I Middle and High School Program provides students transportation to and from Pālolo Valley, two meals a day, academic enrichment courses, Hawai'i State Department of Education credit courses, leadership classes, and college and career counseling. To date, 111 students have graduated from the program.

The KA'I School Year Tutoring Program was established in 2017 to provide personalized academic tutoring and support for all KA'I students during the school year. Supported by the Freeman Foundation, the McNerny Foundation, and the Atherton Foundation, the program provides tutoring four days per week throughout the school year, with a focus on math, reading, and writing. The program strives to improve students' academic skills and personal resilience and to better prepare them for success in high school, postsecondary education, their careers, and beyond.

The KA'I Postsecondary Program matches KA'I graduates — almost all of whom are the first in their family to attend and graduate from college — with appropriate postsecondary education options, and supports students to and through their pathway to completion. Through the generosity of Honu'apo and the Takitani Foundation, the program provides full gap scholarships to KA'I graduates allowing them to graduate from college without any debt. Compared with Hawai'i state averages, KA'I has been significantly more successful in helping students matriculate to postsecondary education and earn their degree. KA'I students have an 82% college enrollment rate upon completion of high school. The program has a full-time Director of Postsecondary Access and Persistence and currently serves 37 students in postsecondary education. To date, 21 KA'I postsecondary students have successfully earned a degree.

Board of Governors

Mark M. Mugiishi, M.D., F.A.C.S. '77, *Chair*

Russell Yamamoto '69, *Vice-Chair*

Takeshi Saeki '82, *Treasurer*

Jodi Shin Yamamoto, Esq. '89, *Secretary*

Melanie K. Pfingsten, *Interim Head of School*

Justine Stamen Arrillaga

John C. Dean, Jr.

Matthew K.M. Emerson '95

Melvin Kaneshige, Esq. '66

Bryan K.K. Li '96

Whitney Limm, M.D., F.A.C.S. '76

Eun Joo “EJ” Milken '91

Calvin S. Oishi, M.D. '79

Raymond S. Ono '72

Jill A. Otake '91

Jonathan K. Poe '78

Michele Saito

Lisa Sakamoto

Kent Tsukamoto

Robert “Bub” W. Wo

Emelda Wong Trainor '95

Mark Yamakawa '74

The Right Rev. Robert L. Fitzpatrick, *Ex Officio*

Peter D. Kwan '83, *Alumni Representative*

Administrators

	<i>Title</i>	<i>Department</i>
Melanie Pfingsten	Interim Head of School	Head of School
Kelly Asato	Director of Upper School Counseling	Counseling
Allison Blankenship	Director of External Education Programs	KA'I
Tate Brown	Dean of Operations	US Deans
Todd Fleming	Director of College Counseling Operations	College Counseling
Staci Fujikawa	Executive Director of Human Resources and Compliance	Human Resources
Kim Gennaula	Chief Advancement Officer	Advancement
Reid Gushiken	Chief Financial Officer	Business Office
Natalie Hansen	Associate Dean of Lower School	Lower School
Nathan Hue	Associate Dean of Students	US Deans
Raquel Leong	Director of Admission	Admission
Wendell Look	Co-Athletic Director	Athletics
Omar López Thismón	Director of Academic Resource Center and DEI Coordinator	US Deans
Maurice Maggiolino	Co-Athletic Director	Athletics
Edwin Maruyama	Co-Athletic Director	Athletics
Melissa Matsuda	Director of Special Programs	Special Programs
Kelly Monaco	Dean of Admission and Financial Aid	Admission
Kim Nguyen	Dean of Residential Programs	Residential Life
Piyada Nonzee	Executive Director of College Counseling	College Counseling
Jamie Shoma Loo	Director of Lower School Counseling	Counseling
Ngan-Ha Ta	Director of K-12 Curriculum and Learning	US Deans
Georgina Tom	Director of Library Services	Library
Scott Weaver	Director of ITS	ITS
Erik Yamamoto	Interim Dean of Upper School Faculty	US Deans
Alan Yeh	Interim Associate Dean of Upper School	US Deans
Lori Yoneda	Dean of Students	US Deans
Leia Yongvanich	Dean of Lower School	Lower School

Chaplains

Andrew Arakawa	Lower School Chaplain
Timothy Morehouse	Upper School Chaplain
Hannah Sung	Chaplain Curate

Lower School Faculty

Margaret Carpenter	Kindergarten
Erin Fujikawa	Kindergarten
Nicole Kajiyama Charos	Kindergarten
Shay Rego	Kindergarten
Kanoelani Rillamas	Kindergarten
Jaimie Spencer	Kindergarten
Jessica St. Sure	Kindergarten
Eutine Wong-Yi	Kindergarten
Colleen Chang	First Grade
Bonny Chikamori	First Grade
Lesley Kawahara	First Grade
Erin Sayegusa	First Grade
Krysti Yoshimura	First Grade
Kira Zukeran	First Grade
Cynthia Chung	Second Grade
Rosa Dayao	Second Grade
Krislyn Hong	Second Grade
Kasidy Honnaka	Second Grade
Shelby Kekauoha	Second Grade
Sandra Yoshikawa	Second Grade
Katie Carpenter	Third Grade
Jessica Combs	Third Grade
Lori Kwee	Third Grade (fall)
Danielle Morrison	Third Grade
Talia Nagatoshi	Third Grade
Jade Nai	Third Grade
Christine Tomokiyo	Third Grade
Jenn Davis	Fourth Grade
Steven Doi	Fourth Grade
Addie Kim	Fourth Grade
Kelcie-Lei Kunioka	Fourth Grade
Susan Maeda	Fourth Grade
Trisha Arita	Fifth Grade
Nathan Fosket	Fifth Grade
Daisy Heimerdinger	Fifth Grade
Robyn Ide	Fifth Grade
Lori Kwee	Fifth Grade (spring)
Terri Marshall	Fifth Grade
Elisa Adachi	Sixth Grade
Lyndsey Arakawa	Sixth Grade
Mark Davidson	Sixth Grade
Carl Gibson	Sixth Grade
Daryl Kobata	Sixth Grade
Nicole Lee	Sixth Grade
Seth Lee-Yee	Sixth Grade
Kenedi Lopes	Sixth Grade
Dean Yonamine	Sixth Grade

Lower School Faculty

Elizabeth Reilley	Lower School Art
Kate Wong Gavrilchik	Lower School Art
Lisa Simon	Lower School Dance
Ahnya Chang	Lower School Music
Lindsay Rabe	Lower School Music
Aaron Chaney	Lower School Physical Education
Eric Perkins	Lower School Physical Education
Ivan Suzuki	Lower School Physical Education
Helen Edamura	Lower School Reading Specialist
Tyler Yamamoto	Lower School Math Coach
Tara Bagoyo	Lower School Librarian
Michelle Okimoto	Lower School Librarian
Jessica Katayama	Lower School Religion
Loriann Silva	Lower School Religion
Wrenn Okada	Lower School Robotics Coordinator and Design/Tech Support
Tobi Hirata	Lower School Science
Mikayla Lum	Lower School Science
Jami Muranaka	Lower School Science
Katie Tierney	Lower School Science
Katherine Warner	Lower School Science / Physical Education
Kellianna Yamaguchi	Lower School Science
Joy Au	Lower School Operations Aide
Erin Hashimoto	Lower School Teacher Intern
Jenn Hew	Lower School Teacher Intern
Michele Lieberman	Lower School Teacher Intern
Eliana Meers	Lower School Teacher Intern
Raynee Mochizuki	Lower School Teacher Intern
Samantha Pearson	Lower School Teacher Intern
Misha Sim	Lower School Teacher Intern
Rémy Tossut	Lower School Teacher Intern
Nien-Chen Tsai	Lower School Teacher Intern
Kryn Tsutahara	Lower School Operations Aide

Upper School Faculty

Curtis Abe	Performing Arts
Joy Aiwohi	History
Susan Akamine	World Language — Japanese
Tomoko Akemoto	World Language — Japanese
Aldene Albinio	History
Sara Allan	Science
Michael Among	English
Jeffrey Andrews	English / Director of Test Prep Programs
Ernette Au	Psychology
Luz-Marina Barnard	World Language — Spanish

Upper School Faculty

Yuki Basso	English
Risa Beer	iDepartment
John Bickel	History
Steve Borick	Science
Greg Bowman	Religion
Sophie Bretel Conger	World Language — French
David Buchanan	Religion
Elizabeth Calore	History
Lehua Carvalho	Performing Arts
Aloha Cerit	History (spring)
Jennifer Chen	Mathematics
Amanda Christie	English / iDepartment
Holly Chung	Art
Lindsey Combs	History / iDepartment
Samuel Cropsey	Mathematics
Manny Dayao	Performing Arts
Devon DeBevoise	Science
Michael Delligatti	Science
Amanda Di Bella	English
Asia Doike	Performing Arts
Steve Earth	Mathematics
Douglas Ellman	Science
Theresa Falk	English
Sara Finnemore	Science
Kimi Frith	History
Pamela Fujinaka	Science
Kyra Furuta	Mathematics
Janis Furuya	Art
Berkeley Gadbaw	Science
Katie Kastner	English
Joseph Guillou	Mathematics
Anna Hamaguchi	History
Frederick Heyler	Science
William Heyler	History
Mary Hicks	Performing Arts
Jade Higa	English
Michelle Hill	English
Tan-wen Ivy Hou	World Language — Chinese
Kelsie Inaba	Mathematics
Chiharu Iwamoto	World Language — Japanese
Ryan Johnson	Art
Sarah Johnson	History
Christeana Maka Jones	History
Andrew Jones	Psychology / English
Eric Kam	Mathematics
Taylor Ann Katase	Performing Arts
Kathy Katoa	Mathematics
Megan Kawatachi	English / iDepartment
Nan Ketpura-Ching	Science
Adrian Khactu	English
Richie Kibota	History
Allyson Kim	Mathematics
Merinda Kim	Science
Ku Koanui-Souza	Performing Arts
Sheri Ann Kobata	Mathematics

Upper School Faculty

Jacquelin Kojima	World Language — Japanese
Ian Kusao	Science
William Kwon	Mathematics
Micah Lau	English
Shawna Lau Kong	Health Education
Jeremy Lawi	Performing Arts
Edward Lee	English
Lara Lee	Science
Hannah Lim	History
Rebecca Lin	World Language — Chinese
David Masunaga	Mathematics
Kristin Masunaga	Physical Education
Sara Kate May	Science
Sarah McCormick	English
Calvin McMillin	English
Guia Melo	World Language — Spanish
Claire Mitchell	Science
Kathryn Mitchell	Science
Joseph Monaco	Mathematics
William Monaco	History
Malia Morales	World Language — Hawaiian
Lauren Morimoto	History
Russell Motter	History
Christopher Moylan	Mathematics
Daniel Muenzer	English
Lynn Muramaru	Performing Arts
Heather Muraoka	History
Ashley Murray	English
Rhonda Nagao	History
Julia Nagatani	Performing Arts
Erin Nagoshi	iDepartment / Mathematics / Performing Arts
Garrett Nakamatsu	Mathematics
Douglas Nakoa	Physical Education
Ryler Nielsen	World Language — Japanese
Tora Nishimiya	English / Reading Specialist
Kainoa Obrey	Physical Education
Cy Ohta	History
Cyrenne Okimura	Performing Arts
Clint Onigama	Mathematics
Dena Ono	Science
Erin Otagaki	Physical Education
Debra Otsu	English
Caroline Packard	Science
Miho Pagliarini	World Language — Japanese
Yakshi Palmer	English
Michael Park	Mathematics
Jeffrey Pearson	World Language — Latin
Alexander Peña	Director of Orchestra
Melissa Perkins	History
Alexandra Pleus	Science / iDepartment
Lisa Preston	World Language — Spanish
Karen Roberts	World Language — Latin
Ryan Roberts	Art
Tom Robinson	Religion
Andrew Sakaguchi	Performing Arts

Upper School Faculty

Kristi Sakaguchi	Mathematics
Ryan Sasaki	Mathematics
Jessica Lynn Saylor	Science / Performing Arts
Meiyi Shade	World Language — Chinese
Kyla Shaw	English
Teresa Shimamoto	Science
Brad Shimizu	Mathematics
Stephanie Simms	Science
Jill Smith	Science
Taylor Stephens	History
Jennifer Stevens	World Language — French
Corey Sumida	Mathematics
Lance Suzuki	History
Molly Takagi	Health and Wellness Educator
Lance Takeuchi	Mathematics
Dana Tano	Mathematics
Ann Tomatani	World Language — Japanese
Bertha Tomiyasu	Science
Janelle Torres	Science
Evan Tottori	Art
Brent Trujillo	History
Shun Tsukazaki	Art
Lisa-Anne Tsuruda	English
Alison Uyehara	Art
Laura Wang	English
Kelly Weaver	Upper School Academic Coach
Peter Webb	English
Eric Wehner	Art
Joan Wehrman	Performing Arts
Chase Wiggins	English
Kit-U Wong	Mathematics / History
Reid Wyatt	History
Nancy Wysard	World Language — Spanish
Gabriel Yanagihara	iDepartment
Xi Yang	World Language — Chinese
Jon Yasuda	World Language — Hawaiian
Amy Yonashiro	Mathematics
Jeehae Yoo	World Language — Korean
Caitlyn Yoshina-Nguyen	World Language — Latin
Ian Young	English
Nathan Zee	English

Professional Staff

Jennifer Akena	Upper School Librarian	Library
Lei Ahina-Dawson	Director of Social and Emotional Health	Counseling
Dominic Ahuna	Conditioning Coach	Athletics
Kash Akamu	Videographer	Communications
Lori Arai-Shiraishi	Executive Assistant to the Dean of Students	US Deans
Deanne Arita	Athletic Department Operations Assistant	Athletics
Leilani Arita-Takayama	Associate Director of College Counseling	College Counseling
Cullen Arroyo	Associate Director of College Counseling	College Counseling
Ivan Batsanov	Pool Manager	Athletics
Rebus Bonning	Associate Director of Residential Life / History	Residential Life
Phillip Buchanan	Director of Security	Security
Nina Buenconsejo	Director of Endowed Funds and Philanthropic Partnerships	Advancement
Kale Burgo	Athletics Groundskeeper	Physical Plant
Fran Butera	Garden Specialist	Agricultural Programs
Christopher J. Butler	Director of Campaign Strategy and Initiatives	Advancement
Christopher M. Butler	iDepartment and Sullivan Center Project Engineer	iDepartment
Yvonne Chan	John Kay Teaching Chair / Director of Community Science / Science	Community Science
Andrea Chang	Associate Director of Residential Admission	Residential Life
Andrea Charuk	Community Science Specialist	Community Science
Clifford Cheng	Director of Visual Design	Communications
Kenneth Chew	Athletics Facilities and Events Assistant Manager	Athletics
Geri Ching	Organist	Chapel
Matthew Choy	Alumni Programs Coordinator	Advancement
Brandon Chun	Upper School Counselor	Counseling
David Chun	Upper School Operations Specialist	Upper School
Michelle Daggett	Upper School Counselor	Counseling
Augusto Decastro	Agricultural and Sustainability Programs Coordinator	Agricultural Programs
Edean DeMello	Executive Assistant to the Dean of Lower School	Lower School
Ben Douglass	Videographer	Communications
Darren Ebisu	Director of Human Resources	Human Resources
Martin Emde	iDepartment and Sullivan Center Project Engineer	iDepartment
Kristin Esteban	Residential Life Health Services Nurse	Residential Life
Lara Feldhaus	Upper School Counselor	Counseling
Babette Fergusson	Residential Life Health Services Nurse	Residential Life
Leilani Fortuno	Database Coordinator	Advancement
Michael Fricano	Lower School Design Lab Specialist	Lower School
Grant Fukuda	Director of Advancement Operations	Advancement
Shelley Fuller	Registrar's Assistant	Registrar
Faye Furutomo	Director of Educational Technology Systems	Educational Technology Systems
Jacob Gabriel	Sound Engineer	Communications
Lori Hadlock	Admission and Financial Aid Administrative Assistant	Admission
Cori Hara	Residential Life Administrative Assistant	Residential Life
Leoni Harbottle	Lower School Administrative Assistant	Lower School
Shane Harimoto	HR / Compliance Coordinator	Human Resources
Jeri Hattori	iDepartment and Sullivan Center Operations Assistant	iDepartment
Kimberly Hayashi	Counseling Operations Coordinator	Counseling
Anna Heshiki	iDepartment and Sullivan Center Project Engineer	iDepartment
Jason Hew	Upper School Counselor	Counseling
Andrew Higa	Upper School Counselor	Counseling
Vicki Higashihara	Executive Assistant to the Director of K-12 Curriculum and Learning, Curricular Operations	US Deans
Ethan Hill	Bioinformatics Specialist / iDepartment	Community Science
Alexandra Holzman	Director of Admission	Admission
Colleen Inaba	Administrative Assistant, Gift Processing	Advancement
Kory Kado-Fukuda	Upper School Counselor	Counseling

Professional Staff

Nicole Kamau	Co-Director of Student Activities	Student Activities
Wendy Kaneda	Advancement Director and 'Ohana Liaison	Advancement
Joan Kaneshiro	Lower School Curriculum Coordinator	Lower School
Ashley Kaonohi	Upper School Counselor	Counseling
Jason Karioka	Content Creator	Communications
Ricky Key	Superintendent of Physical Plant	Physical Plant
Steven Kimball	ITS Technician and Network Administrator	ITS
Melanie Kimura	Cashier and Campus Store Assistant	Business Office
Darryl Kimura	Network Specialist	ITS
Eleanor King	Learning Support Specialist	US Deans
Ronni Kirihara	Infirmity Coordinator	Infirmity
Ralynn Kobashigawa	Registrar	Registrar
Joanna Kobayashi	Community Science Specialist / Science	Community Science
Collin Kobayashi	Director of Competitive Robotics	iDepartment
Scott Kominkiewicz	Associate Director of College Counseling	College Counseling
Dane Kurihara	Manager of Media Services	Communications
Jennifer Lallier	Chapel and Service Coordinator	Chapel
Noah Lau	Upper School Counselor	Counseling
Reuben Lee	iDepartment and Sullivan Center Project Engineer	iDepartment
Laurie Lee	Residential Admission Administrative Assistant	Residential Life
Tracy Lee	Special Programs Coordinator	Special Programs
Hera Lee	Upper School Counselor	Counseling
Berta Liao	Associate Director of College Counseling	College Counseling
Giovanna Loja	Business Office and Financial Aid Specialist	Business Office and Admission
Kevin Lopes	Foreman, Athletic Fields Manager	Physical Plant
Carin Makishima	Health Services Nurse	Infirmity
Evan McCarty	Sound Engineer	Communications
Shantha McKinlay	Director of Social and Emotional Health for Residential Life	Residential Life
Kyle Miyamoto	Athletics Operations Assistant Manager	Athletics
Candice Miyashita	Advancement Coordinator and Executive Assistant	Advancement
Melanie Mizumoto	Accountant / Campus Store	Business Office
Lisha Moffat	Library Technician	Library
Mecca Monson-Gere	Director of Financial Aid and Associate Director of Admission	Admission
Toby Morioka	Administrative Assistant, Advancement and 'Io Society	Advancement
Michelle Morioka	Executive Assistant to the Interim Dean of Upper School Faculty	US Deans
Michael Moses	Director of the Annual Fund	Advancement
Jennifer Murakami	Lower School Office Assistant	Lower School
Megan Murao	Athletic Trainer	Athletics
Alyson Nakagawa	Upper School Counselor	Counseling
Jeri Nakakura	Executive Assistant to the Dean of Operations	US Deans
Tara Lyn Nakamoto	Lower School Design Lab Specialist	Lower School
Sandra Nakao	College Counseling Coordinator	College Counseling
Sheri Nakaya	Human Resources Generalist and Payroll Specialist	Human Resources
Lam Nguyen	ITS Desktop Technician and Support Specialist	ITS
Joline O'Leary	Executive Assistant to the Head of School	Head of School
Jackie Oda	Library Support Assistant	Library
Carrie Ohira	Attendance Specialist	US Deans
Catherine Ohta	Events Manager	Advancement
Lisa Oshiro-Tamura	Lower School Operations Manager	Lower School
Marita Padilla	Assessment Specialist	Counseling
Kristen Pagtulingan	Athletic Trainer	Athletics
Jeanne Papayoyan	Academic Information Manager	US Deans
Suzy Park	Upper School Counselor	Counseling
Fred Pascua	Upper School Evening Library Assistant (PT)	Library
Vaneza Pereira	Admission and Financial Aid Administrative Assistant	Admission

Professional Staff

Rafael Peres-David	Researcher / Science / History	Science
Gabrielle Perry	KA'I Director of Postsecondary Access and Persistence	KA'I
Teddi Pila	Athletic Department Equipment Manager	Athletics
Radley Rabut	Residential Operations Assistant	Residential Life
Juju Ranches	Director of Multimedia Design	Communications
Saphyre Rezentes	After School Care Director, Upper School Summer Coordinator	Special Programs
Jacquelin Sabin	Learning Support Specialist	US Deans
Lea Sakamoto	Administrative Assistant, Alumni Relations and Events	Advancement
Candice Sakuda	Director of Community and Civic Engagement	Office of Community and Civic Engagement
Jamie Sanborn	Performing Arts Technical and Production Manager	Performing Arts
Borana Sarcevic	Associate Director of Residential Life	Residential Life
Chris Shimabukuro	Director of Legacy Giving	Advancement
Dean Shimamoto	Computer Support Specialist	ITS
Laura Shimizu	Accountant	Business Office
Jordan Shimoda	Athletic Trainer	Athletics
Kathy Shiraishi	ITS Administrative Assistant	ITS
Angie Shiraki	Special Programs Administrative Assistant	Special Programs
Kori Shlachter	Associate Director of College Counseling	College Counseling
Emilyann Shupe	Lower School Counselor	Counseling
Megan Small	Associate Director of Residential Life — Operations	Residential Life
Henry Somerville	Director of Tennis	Athletics
Tesa Stark	Director of Residential Health and Wellness	Residential Life
Devynne Sue	Special Programs Coordinator	Special Programs
Karen Suehisa	Accountant	Business Office
Michelle Sugihara	Human Resources Generalist and Benefits Specialist	Human Resources
Erin Tajima	Human Resources Coordinator	Human Resources
Tammy Tajiri-Fujimoto	Executive Assistant to the Dean of Admission and Financial Aid	Admission
Michele Takahashi	Health Services Nurse	Infirmiry
Trisha Takehara	KA'I Director of Grants and Elementary Programs	KA'I
John Tamanaha	Director of Interactive Media	Communications
Heather Tamaye	Lower School Counselor	Counseling
Michelle Tamayoshi	Co-Director of Student Activities	Student Activities
Shari Ann Tapper	Director of Reunion Giving	Advancement
Louise Tatakawa	Athletic Trainer	Athletics
Marisa Teruya	Lower School Counselor	Counseling
Robin Tokin	Academic Testing and Operations Coordinator	US Deans
Patrick Tom	Upper School Counselor	Counseling
Kevin Tomisato	Events Coordinator	Advancement
Eric Tong	Genomics Specialist	Community Science
Dominique Tosatto	Upper School Librarian	Library
Carlene Toshi	Physical Plant Administrative Assistant	Physical Plant
Kimberly Tsiang	iDepartment / Computer Science	iDepartment
Eland Tsubata	Residential Operations Assistant	Residential Life
Garvin Tsuji	Head Athletic Trainer	Athletics
Carol Tsukamoto	ITS Business Coordinator	ITS
Carter Uechi	IT User Support Specialist	ITS
Kirk Uejio	KA'I Director of Middle and High School Program	KA'I
Reid Ueki	Security Operations Specialist	Security
Renee Villanueva	Lead Associate Director of Residential Life	Residential Life
Melanie Wakita	Receptionist	US Deans
Alecia Wallingford	Upper School Counselor, Residential Life	Counseling
Di Anne Wang	Database and Gift Processing Assistant	Advancement
Chad Willing	Campus Operations and Housing Manager	Physical Plant
Taylor Wong	iDepartment and Sullivan Center Creative Visioneer	iDepartment

Professional Staff

Michael Wong	Lower School Operations Assistant	Lower School
Hailey Wong	Performing Arts Administrative Assistant	Performing Arts
Nancy Wong Mitsunaga	Accountant	Business Office
Sara Yamamoto	Executive Assistant to the Chief Financial Officer	Business Office
Sheri Lyn Yamasaki	Special Programs Coordinator, Lower School Summer Coordinator	Special Programs
Steven Yamashiro	Database Analyst	ITS
Pamela Yee	Controller	Business Office
Brittney Yim	Associate Director of Residential Life	Residential Life
Shannon Yonamine	Director of Health Services	Infirmary
Trisha Zukeran	Alumni Relations Coordinator	Advancement

Physical Plant Staff

Leslie Arechy	Custodian
Brianju De Vera	Custodian
Thelma Dichoso	Custodian
Randall Kondo	Custodian
Mai Le	Custodian
Lyann Lee	Custodian
Vinh Lu	Custodian
Lynn Ly	Custodian
Junar Madamba	Custodian
Maria Grace Madamba	Custodian
Alex Maliwanag	Custodian
Klarence Mefy	Custodian
Kmlcsky Mefy	Custodian
Chris Nguyen	Custodian
Don Nguyen	Custodian
Loc Nguyen	Custodian
Phuong Nguyen	Custodian
Joie Tabladillo	Custodian
Mildred Tabladillo	Custodian
Quan Tran	Custodian
Robel De Vera	Custodian Foreman
Shane Dezszy	Day Crew Foreman
Ernesto Facun	Groundskeeper
Scott Hashiba	Groundskeeper
Nino Lutaio	Groundskeeper
Joel Madamba	Groundskeeper
Ronilo Paguio	Groundskeeper
Michael Ramos	Groundskeeper
Robert Reyes	Groundskeeper
Gerold Taguiran	Groundskeeper
Eric Tara	Groundskeeper
Steven Roberts	Painting Foreman
Garet Tomita	Physical Plant Maintenance
Kyle Chikuma	Air Conditioning Technician

Security Staff

Deric Ceria	Security Supervisor
Jason Ferrara	Security Guard / Night Shift Supervisor
Warren Makali'i	Security Guard
Bek Nutcharoen	Security Guard
Thomas Sim	Security Guard
Lidia Smith	Security Guard
Larry Taki	Security Guard
Iosefo Tavita	Security Guard
Todd Teruya	Security Guard
Randall Wong	Security Guard / Swing Shift Supervisor
Richard Yasuda	Security Guard