



Top: Sarah Nakoa (Hawaiian specialist), Michele Akeo, Bernice Dela Pena
Seated: Verlieann Malina-Wright, (Director), Puanani Kini 1979

CEP Continuing Education Program

AEP Alternative Education Program

FINDING AID

The Archive at Kamehameha Schools Museum

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Jan Becket, kumu retired in 2014

Fenner-Marie Akaka Shupe, Kamehameha School for Girls, Class of 1963

Sally Akaka Truong, Kamehameha Schools, Class of 1970

Community Service Students Kamehameha Schools Kapālama, Class of 2016

Perry Chang

Samantha Choy

Jordan Correa

Breann Domingo

Ava Dotson

Holly Kaapu

McKenzie McFadden

Capri Nakaima

Lia Tom

Finding Aid

by Candace W. Lee, Assistant Archivist

Collection Information

Repository: The Archive at Kamehameha Schools Museum

Abstract: 30 boxes of manuscripts, documents and photographs

Creator: CEP Continuing Education Program and AEP Alternative Education Program

Title: The CEP /AEP Collection

Program dates: around 1979 -1997 closed

Bulk dates: 1979-1997

Language of Materials: In English; in Hawaiian

Size: 30 linear feet

Administrative Information

Provenance: The Continuing Education Program was a division of the Extension Education Program with various directors and heads. When the program was closed in about 1997, administrators deposited their materials with The Archive at Kamehameha Schools Museum.

Processing: Materials from the 1997 deposit were stored in difficult to access spaces and were rehoused, sorted, organized, inventoried and described as pulled from storage in 2015. Candace W. Lee, Sharon Ahue Cole and the Community Service students from the Class of 2016 worked on these boxes from January to May 2015.

Collection Identifier: CEP / AEP 2015

Box Title: CEP Continuing Education Program

Access: With permission of the archivist or director

Citation: Kamehameha Schools

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Historical Information

From the 1979 *Ka Na'i Aupuni* yearbook, page 48:

The C.E.P. continuing education program is post-high school based and was offered through the extension education division. It provided educational services and opportunities which assisted adults in relating to themselves and a contemporary society. Classes were held on evenings and weekends and major curriculum areas of emphasis were basic skills and training, career development and Hawaiian studies. Preference was given to individuals of Hawaiian ancestry.

Verlieann Malina-Wright was the Director and Sarah Nakoia was the Hawaiian language and culture specialist. The collection contains their professional materials as well as curriculum and lesson plans used in the program.

Container List

BOX 1

Folder	Date or #s	Title or Description
1	June 1966	Basic Skills Program
2	April 1-May 29, 1996	KSBE Student Registration Forms
3	December 1991	Adult Basic Skills Programs (1 of 2)
4	December 1991	Adult Basic Skills Programs (2 of 2)
5	March 1991	Math Manipulations Resource Guide Volume 1
6	July 1990	Calculator Resource Guide 1990
7	August 1988	Basic Skills GEO Writing Program 1988 (1 of 2)
8	August 1988	Basic Skills GEO Writing Program 1988 (2 of 2)
9	Fall 1994	Ke Kumu Na'uauo The Source of Knowledge
10		Ho'okumu Me Nā Lima Creating with the Hands
11	Summer 1988	Nutrition and You through Basic Skills 1988
12		TABE Individual Diagnostic Profile
13		TABE Forms 5 and 6 Complete Battery Examiner's Manual
14		TABE Forms 5 and 6 Norms book
15	6/19/95-8/3/95	Term 18-1 Ulupono AM reading P. Holmes
16	9/11/95-12/8/95	Term 18-2 Ulupono AM language P. Holmes
17	1/8/96-3/23/96	Term 18-3 Ulupono AM reading P. Holmes
18	4/1/96-5/29-31/96	Term 18-4 Ulupono Am reading P. Holmes

BOX 2

19		<i>Reading in the content and social studies: reading curriculum guide</i>
20		Rules to better spelling language curriculum guide
21		So you're looking for a job! Lesson Guide 1986
22		Halawa
23		Our Solar System Reading Curriculum Guide
24	1986	You and the Vote, reading curriculum guide
25		Ke Kumu Na'auao, Maui
26		Ke Kumu Na'auao, Maui
27		Kamehameha Adult Educator assessment Ka'e'a
28	1989	United States History Industrial Growth, 1870-1920 curriculum guide
29		KS Continuing Education Learning language skills by reading a novel: language curriculum guide
30	1983	KS Continuing Education Power up curriculum guide to computer literacy
31		KS Continuing Ed. Write
32		Online Plato Teacher's guide
33		GED writing program
34		end of term student evaluation completed forms

Box 3

Folder	Date or #s	Title or Description
1	HS-1	Hawaiian Islands Map Scale and Distance
2	HS-1(M)	Polynesian Migrants (Man study: directions and scale)
3	HS-1 (M)	Polynesian Migrations
4	HS-1(M)	Masters low level language H.S. by Jolene K. Kishimori
5		Kuula Kai flexible syntax Kalahuipa'a (week 4) sentence combine into complex sentences
6		
7		Wainanali'i breaking complex sentences into simple
8		Ama'ama syntax skills
9		Gone are the pearls of Pearl Harbor
10		Hawaiian studies lessons complete sets
11	HS:10	Maluae and the god's underworld
12	HS:9	Kahuna
13	HS:8	Hele Naiu-surfing
14	HS:7	Canoe (canoe-making)
15	HS:6	Tapa (gift of the hairy one)
16	HS:5	Makahiki
17	HS:3	Taro (luau and salt)
18	HS:2	Potato and taro
19	HS:1	Water (Ka Punahou)
20		Reading skills and objectives
21		Hawaiian studies reading
22		olelo no'eau and nane
23		Akua
24	HS:9 R	A pupil
26		He'le nalu
27	HS:7	Pupils of Linohau
28	HS:6 R	The gift of the hairy one
29		Makahiki
30	HS:4 R	Salt
31	HS:3 R	Luau
32	HS:2 R	Food for Kohala
33		Wai
34		Hawaiian Studies Reading 1
35		blank
36	HS-2	Native Hawaiian plants
37	HS-3 11	Symbols of royalty
38	HS-4 M	Depopulation of native Hawaiians
39	HS-5	Sets and subsets: map-reading of Hawaiian islands and communities

40	HS-6 M	Studying subsets and sets
41	HS-7	Kamehameha
42	HS-8 M	Identify fractions and mixed no. on a number line
43	HS-9	Reading a timeline
44		Ka nohona ho'opuai o ka Hawai'i
45-47		Hawaiian studies final copy 1, 2, 3 of 4
48		Hawaiian studies final copy 4 of 4
49-50		Hawaiian studies curriculum
51		Hawaiian studies-reading part 3 of 3
52		Hawaiian studies-vocab. Kalo/sweet potato
53		Hawaiian studies-reading (salt)
54		Hawaiian studies-reading (makahiki)
55		Hawaiian studies-reading (kapa)
56		Hawaiian studies-reading (wa'a)
57		Hawaiian studies-reading (legends)
58		Hawaiian studies-reading (kahuna lapa'au)
59		Hawaiian studies-reading (akuas)
60		Hawaiian studies-reading ('olelo no'eau)
blank		Original course syllabus
blank		Hawaiian studies-reading part 1 of 2

Box 4 Hawaiian Studies

Folder	Date or #s	Title or Description
1		Hawaiian Studies Curriculum (1 of 4)
2		Hawaiian Studies Curriculum (2 of 4)
3		Hawaiian Studies Curriculum (3 of 4)
4		Hawaiian Studies Curriculum (4 of 4)
5		Maps of Individual Hawaiian Islands
6		Maps of the U.S. & Hawaiian Islands
7		Stars in the Hawaiian Skies; Follow up to Planetarium Trip
8		Film
9		Tape
10		Hawaiian
11		Hawaiian Studies Instructional Visuals
12	December 19, 1831	Princess Bernice Pauahi Bishop
13		NHEAP SUMMARY
14		The Meaning of Questions and Narratives to Hawaiian Children
15		Educational Needs of Native Hawaiians
16		Map Skills: Hawaiian Islands
17		Strangers in Their Own Land
18		Stars in the Hawaiian Skies; Follow up to Planetarium Trip
19		Department of Land and Natural Resources

20	E pili Ana no Ko'olau-Poko: Forging Ahead in Life-Long Learning: The Adult Learner (1 of 2)
21	E pili Ana no Ko'olau-Poko: Forging Ahead in Life-Long Learning: The Adult Learner (2 of 2)
22	Old Hawaiian Sports
23	Christmas in Hawai'i
24	Kekūanao'a
25	KS curriculum Assessment
26	A Guide to Hawaiian Culture Units
27	Accurately Carrying Out the Instructions in the Name of Moses Nakuina
28	Liholiho
29	Kī: Extension Education Division
30	The Wai'anae book of Hawaiian Health
31	Live Each Day With Aloha
32	Moloka'i: Staff Development Unit (Reading)
33	Hawaiian Plant Pictures
34	Current Facts and Figures About Hawaiians
35	Hawaiian Health (DOH)
36	Nā Alanui o Honolulu
37	A teachers guide to Moloka'i Field Trips for Hawaiians
38	1991 Solar Eclipse
39	Ko'olau-Poko

Box 5 CEP in the community

Folder	Title or description
1	CEP Waianae 90-91 Class Summary
2	CEP Nanaikapono 90-91 Class Summary
3	CEP Predictions for Outcomes 91-91
4	CEP Portfolio Data 91-92
5	CEP CRA Data 1991-1992
6	CEP Teacher Competencies 91-92 (1 Of 2)
7	CEP Teacher Competencies 91-92 (2 Of 2)
8	CEP Workshop on the Center 1 Methods Study
9	CEP Handbook for the Center 1 Methods Study (1984-85)
10	Pahoa 90-91 Class Summary
11	90-91 Class Summary Hau'ula
12	Kekaha 90-91 Class Summary
13	Kekaukaha 90-91 Class Summary
14	Student Characteristics
15	Hau'ula Class Summary 91-92
16	Waianae Class Summary 91-92
17	Nanaikapono Class Summary 91-92

- 18 Pahoia Class Summary 91-92
- 19 Kekaha Class Summary 91-92
- 20 Kohala Class Summary 91-92
- 21 Keonepoko Class Summary 91-92
- 22 Kapa'a Class Summary 91-92
- 23 Kekaukaha Class Summary 91-92
- 24 Predicted Outcomes for 91-92 Tables (site, across site)
- 25 Kekaha Ownership
- 26 Emergent Literacy Tasks Fall, 1989
- 27 Emergent Literacy Inventory Fall '90
- 28 Emergent Literacy Inventory '91 (1 of 3)
- 29 Emergent Literacy Inventory '91 (2 of 3)
- 30 Emergent Literacy Inventory '91 (3 of 3)
- 31 Auditory Discrimination

Box 6 Electronic files

	Date or #s	Title or Description
Folder		
1		CEP brochure and registration details
Folder		
2		Bulletin Board Display
Box 3	Spring 1995	Osiris back up 3.5 floppy 1 of 2
Box 4	Spring 1995	Osiris back up 3.5 floppy 2 of 2
Box 5	1994	Osiris back up 3.5
Box 6	19994	Osiris back up 3.5
Box 7	Summer 1995	Osiris back up 3.5
Box 8	1992	CED-Micro Compute budget 5" floppy
Box 9	1992	Accreditation reports
Box 10		Assorted 5" floppy discs
Box 11		Assorted 3.5 and 5" floppy discs

Box 7 Adult basic skills, Hawaiian culture programs

Folder	Title or Description
1	Hen. Job Training Prog./B.S. Dev. Prog. In the community Schools for Adults
2	Adult Basic Skills Interagency Project 1983 (1 of 3)
3	Adult Basic Skills Interagency Project 1983 (2 of 3)
4	Adult Basic Skills Interagency Project 1983 (3 of 3)
5	Moloka'i GED (1 of 3)
6	Moloka'i GED (2 of 3)
7	Moloka'i GED (3 of 3)
8	Auntie Nona
9	In-service Training Model
10	Kamehameha Adult Educator Assessment KA'E'A

- 11 A Review of Alternate Models for Basic Skills Instruction Ke Komo Na'auao 8/26
- 12 GED Writing Program Draft 1 12/87
- 13 Adult Basic Skills Interagency Project (1986-1987) Kaua'i, Maui, Moloka'i
- 14 Negatives
- 15 6011 Hawaiian Language for Families Paredes, Kekoa
- 16 Continuing Ed. Prg. Ke Kumu Na'auao Logos and Photos
- 17 Continuing Education Program Student/Teacher Eval. Summer 1993 (1 of 4)
- 18 Continuing Education Program Student/Teacher Eval. Summer 1993 (2 of 4)
- 19 Continuing Education Program Student/Teacher Eval. Summer 1993 (3 of 4)
- 20 Continuing Education Program Student/Teacher Eval. Summer 1993 (4 of 4)
- 21 Continuing Ed. Prg. Student /Teacher Eval. Summer 1993 May 24 - August 2,1993 (1 of 4)
- 22 Continuing Ed. Prg. Student /Teacher Eval. Summer 1993 May 24 - August 2,1993 (2 of 4)
- 23 Continuing Ed. Prg. Student /Teacher Eval. Summer 1993 May 24 - August 2,1993 (3 of 4)
- 24 Continuing Ed. Prg. Student /Teacher Eval. Summer 1993 May 24 - August 2,1993 (4 of 4)
- 25 Continuing Ed. Prg. Student/Teacher Eval. Spring 1992 February 24 - April 20, 1992 (1 of 4)
- 26 Continuing Ed. Prg. Student/Teacher Eval. Spring 1992 February 24 - April 20, 1992 (2 of 4)
- 27 Continuing Ed. Prg. Student/Teacher Eval. Spring 1992 February 24 - April 20, 1992 (3 of 4)
- 28 Continuing Ed. Prg. Student/Teacher Eval. Spring 1992 February 24 - April 20, 1992 (4 of 4)
- 29 Office of Program Evaluation and Planning: Excessive Absences in the Hawaii State Department of Education Feb. 1992-1993
- 30 Office of Program Evaluation and Planning: Hawaiian Students in the DOE 1991-1992
- 31 Office of Program Evaluation and Planning: Student Academic Achievement in Hawaii School Year 1991-1992
- 32 Office of Program Evaluation and Planning: Strategic Planning, possible use at Kamehameha Schools November 1988
- 33 Office of Program Evaluation and Planning Needs Assessment Survey Report Sept. 1988
- 34 Office of Program Evaluation and Planning Gains in Hawaiian Public School October 1987
- 35 Office of Program Evaluation and Planning Hawaiian Public - School Students Stanford Achievement Test Stanine Distributions in 1985-86, A Third Follow-up to the 1983 Native Hawaiian Ed. Assessment Project Final Report Oct 1987
- 36 Office of Program Evaluation and Planning Hawaiian Students in DOE 1987-88

- 37 Office of Program Evaluation and Planning Kaua'i Voca. Ed. Interim Eval. Report Oct. 1986
- 38 Office of Program Evaluation and Planning Kaua'i Vocational Ed. Interim Eval. Rpt. October 1986
- 39 Office of Program Evaluation and Planning Kaua'i October 1986
- 40 Office of Program Evaluation and Planning, Hawaiian Students in the HI State Feb. 1985
- 41 Office of Program Evaluation and Planning Continuing Ed. Prg.1984 Fall Eval. Dec. 1984
- 42 Office of Program Evaluation and Planning Continuing Education Program December 1984
- 43 Office of Program Evaluation and Planning Cont. Ed. Prg. 1984 Fall Session Eval by Students + Instructors Dec. 1984
- 44 Office of Program Evaluation and Planning Maui Adult Basic Skills Interagency Sept. 1984
- 45 Office of Program Evaluation and Planning Maui Sept. 1984
- 46 Office of Program Evaluation and Planning Maui Adult Basic Skills Interagency: 1983-1984 Final Report Sept 1984
- 47 Office of Program Evaluation and Planning, Maui Adult Basic Skills March 1984
- 48 Office of Program Evaluation and Planning: Maui Adult Basic Skills Interagency 1983-1984 An Interim Report March
- 49 Office of Program Evaluation and Planning: Continuing Education Program 1983 Summer Session Evaluation by Students and Instructors 1983 Nov.
- 50 Office of Program Evaluation and Planning: Adult Basic Skills Interagency model, the Ko'olau La'a Project May 1983
- 51 Office of Program Evaluation and Planning Ko'olau May 1983
- 52 Office of Program Evaluation and Planning: CEP Basic Skills Program Nov. 1981-82
- 53 Office of Program Evaluation and Planning: Relationship between Attendance and Achievement Nov. 1981
- 54 Office of Program Evaluation and Planning: Evaluation of Adult Basic Skills Program Aug. 1981
- 55 Office of Program Evaluation and Planning August 1981
- 56 Office of Program Evaluation and Planning, Continuing Education Program Summer 1980-81 April 1981
- 57 Summer Session 1980 Instructors mailing list
- 58 Office of Program Evaluation and Planning, Using the Hawaiian language through place names 1980 Dec 1980
- 59 Office of Program Evaluation and Planning, Evaluation of the Ahupua'a learning resource Dec 1980
- 60 Office of Program Evaluation and Planning, A brief review and model of cultural analysis for educational planning Nov 1980
- 61 Office of Program Evaluation and Planning, Hawaiian Culture lecture series evaluation report no. 1 March 1980 (Kaua'i) 1979-80

- 62 Office of Program Eval. and Planning Continuing Education Program Jan. 1980
- 63 Office of Program Evaluation and Planning, Continuing Education Program Fall 1979
Jan 1980
- 64 Office of Program Evaluation, Continuing Hawaiian culture lecture series
summative summer 1979 Jan 1980 Fall 1979
- 65 Office of Program Eval. Continuing Education Program August 1979
- 66 Office of Program Eval. Hawaiian culture series, Second Semester - Hawaiian
Lecture #9 May 1979
- 67 Office of Program Eval. Continuing Ed. Prg. Second Semester Eval by Students May
1979
- 68 Office of Program Eval. Hawaiian culture lecture series Second - Semester -
Hawaiian Lecture #8 April 1979
- 69 Office of Program Evaluation, Hawaiian Culture lecture series second semester -
Lecture No. 7 1979 April
- 70 Office of program Evaluation, Hawaiian Culture lecture series second semester no.
7 1979 April
- 71 Office of program Evaluation, Hawaiian Culture lecture series second semester no.
6 March 1979
- 72 Office of program Evaluation, Hawaiian Culture lecture series second semester - no.
5 March 1979
- 73 Office of program Evaluation, Hawaiian Culture lecture series second semester -
no.4 1979 March
- 74 Office of program Evaluation, Continuing Education Program Semester Eval. Report
1979 Jan
- 75 Office of program Evaluation, Hawaiian Culture lecture series eval. Report No. 8
Dec 1978
- 76 Office of program Evaluation, Hawaiian Culture lecture series Eval Rpt. #6 Nov 1978
- 77 Office of program Evaluation, Hawaiian Culture lecture series Eval Rpt. #8 Dec 1978
- 78 Office of program Evaluation, Hawaiian Culture series Eval. Report No. 4 1978
October
- 79 Office of program Evaluation, Hawaiian Culture lecture series Eval. Report #4 Oct
1978
- 80 Office of program Evaluation, Hawaiian Culture lecture series Eval. Report. No. 5
Nov. 1978
- 81 Office of program Evaluation, Hawaiian Culture lecture series Eval. Rpt #5 Nov 1978
- 82 Office of program Evaluation, Hawaiian Culture lecture series Eval. Report No. 5
Nov, 1978
- 83 Office of Program Eval. Hawaiian Culture Lecture Series Eval Report No. 3 1978
October
- 84 Office of Program Eval. Hawaiian Culture Lecture Series Eval. No. 3 Oct 1978

- 85 Office of Program Eval. Hawaiian Culture Lecture Series Eval. Rpt #3 Oct 1978
- 86 Office of Program Eval. Hawaiian Culture Lecture Series Evaluation Report No. 2
1978 Sept
- 87 Office of Program Eval. Hawaiian Culture Lecture Series Eval. Rpt #2 Sept 1978
- 88 Office of Program Eval. Hawaiian Culture Lecture Series Eval. Rpt #2 Sept 1978
- 89 Office of Program Eval. Hawaiian Culture Lecture Series Eval. Rpt #1 Aug 1978
- 90 Office of Program Eval. Two Year Follow - up Study of the Class of 1974 April 1977
- 91 Office of Program Eval Quest II As An Assessment of School Goals May 5, 1976
- 92 Office of Program Evaluation GIS Eval. Rpt on Pilot Project June 1977
- 93 Office of Program Evaluation Student + Staff Eval. Of Teaching, Counseling, + Inter -
Personal Relationships at Kam. Schools Spet. 13, 1976
- 94 Office of Program Evaluation Needs Assessment Kam. High School Sept. 10, 1976
- VHS HMC Living Waterfront Lecture Series: Field Trip - Fish Market Auction (20th
Century Fishing - Lewis Agard) See Box 28-11
- Book The Relationship of the Match - Mismatch of... * By Beverly Yuriko Robinson

Box 8

Folder	Date or #s	Title or Description
1	Aug 15, 1986-Mar 1987	Vocational Ed grant correspondence 1 of 6
2		Vocational Ed grant correspondence 2 of 6
3		Vocational Ed grant correspondence 3 of 6
4		Vocational Ed grant correspondence 4 of 6
5		Vocational Ed grant correspondence 5 of 6
6		Vocational Ed grant correspondence 6 of 6
7		CEP TAC needs assessment
8		CEP advisory council meeting
9		CEP grant work plans 1 of 7
10		CEP grant work plans 2 of 7
11		CEP grant work plans 3 of 7
12		CEP grant work plans 4 of 7
13		CEP grant work plans 5 of 7
14		CEP grant work plans 6 of 7
15		CEP grant work plans 7 of 7
16		Application for grant
17		Vocational ed grant correspondence 1 of 2
18		Vocational ed grant correspondence 2 of 2
19		Technical advisory council
20		Federal grant miscellaneous 1 of 6
21		Federal grant miscellaneous 2 of 6
22		Federal grant miscellaneous 3 of 6

23	Federal grant miscellaneous 4 of 6
24	Federal grant miscellaneous 5 of 6
25	Federal grant miscellaneous 6 of 6
26	Vocational education notes 1 of 3
27	Vocational education notes 2 of 3
28	Vocational education notes 3 of 3
29	Alu Like correspondence 1 of 3
30	Alu Like correspondence 2 of 3
31	Alu Like correspondence 3 of 3
32	Contractor monitoring report
33	External funding guide
34	Adult basic skills interagency project
35	KS/Alu Like Inc. Tech Prep report 1 of 2
36	KS/Alu Like Inc. Tech Prep report 2 of 2
37	KS/Alu Like Inc. Tech Prep: budget revisions
38	KS/Alu Like Inc. Tech Prep: budget revisions
39	KS/Alu Like Inc. Tech Prep: job descriptions
40	Voc ed fed plan: pre-Alu Like
41	Voc ed fed plan: pre-Alu Like: interagency distributed reports 1 of 3
42	Voc ed fed plan: pre-Alu Like: interagency distributed reports 2 of 3
43	Voc ed fed plan: pre-Alu Like: interagency distributed reports 3 of 3
44	Interagency distributed reports
45	General correspondence-Kauai: notes, letters and memorandums
46	
47	General correspondence-Kauai: entrepreneurship grant
48	General correspondence-Moloka'i: roles and responsibilities
49	General correspondence--Notes, letters and memorandum
50	1991 Indonesian voc-tech

Box 9

Folder	Date or #s	Title or Description
51		Voc ed report 1 of 3
52		Voc ed report 2 of 3
53		Voc ed report 3 of 3
54		Voc-ed com mtg Fact Sheet (Hawaiian Plan)
55		Misc voc ed forms 1 of 3
56		Misc voc ed forms 21 of 3
57		Misc voc ed forms 3 of 3
58		Memorandum of Agreement 1 of 2
59		Memorandum of Agreement 2 of 2
59a		Agreement
60		Request for proposals 1 of 2
61		Request for proposals 2 of 2
62		Voc ed grant forms
63		Program reports: fiscal
64		Program management: fiscal: Moloka'i
65		Program reports
66		Publicity
67		Program management: fiscal: Kaua'i
68		Program management (monitoring)
69		Program management (monitoring)
70		Teacher/ counselors: Kaua'i, Moloka'i, Maui
71		Program management monitoring reports: Kaua'i
72		Kamehameha Schools Office of the President
73		Schedules: in-service training
74		CEP work requests
75		Merrie Monarch Festival 1 of 2
76		Merrie Monarch Festival 2 of 2
77		VATEA planning meeting notes
78		Voc tech policies and procedures
79		For your signature
80		Organization chart
81		Schedules
82		Kaua'i Do's perm equip
83	1987	Extension Ed Division
84	1986	Interagency meetings
85	1987	Interagency meetings
86		Voc ed grant proposals masters

Box 10 (Aunty Sarah Nakoa's Box 1)

Folder	Date	Description
1		Activity and Work Schedule
2		Returned Consent Forms
3		Interviewee Consent & Release
4		Hawaiiana Extension Education Division
5		Memos + Notes for Life-long learning
6		Campus plan & Names of building
7	3/1/82	Diagram + Curriculum grids
8		Emblems of our islands
9		Haw'n Language: Course Evaluation
10		report on ACC Meeting Aug. 11,1980 Memo from: Fred Cachola - Dec 12, 1980 (Sarah Nakoa's Workshop)
11		Hawaiian Language I
12		Land Tenor & Real property terminology in hawn. Language by Ruth Horie
13		Bishop Estate
14		Pictures/Maps
15		Ahupua'a sectional pictures
16		Papers from Keoni Numeo
17		Personal
18		Maui Sites/Maps
19	11/85	Itinerary to Lana'i, Moloka'i, and back to Lana'i
20		Maui Nui a Kama (Music/Maps)
21		La'a from Kahiki Draft
22		Kaua'i Districts/Stories/Maps
23	7/9/85	Life-long Learning
24	Fall '83	Chanting Class
25		Explorations Workshop
26		Lease #1 between R. Ke'elikolani + Moanamauli
27		Na Kai 'Ewalu Pages
28		Ha'wn Language Supplement + Ke'ala + Wahilani
29	6/5/05	Kalanihonua Workshop 1983 Calendar
30		This + That
31		Letters of Consent in Hawaiian
32		Ka Home o Laimana
33		Nā Kai 'Ewalu Beginning Hawaiian Lessons
34		Hawaiiana for the 'ohana
35		Native Hawaiian E done. ao Summer project
36		Native Hawaiian E done. ao Summer project
37		Unit II SM (3rd SEM)
38		Unit II SM (3rd SEM)

Box 11 (Aunty Sarah Nakoa's Box 2)

Folder	Date or #s	Title or Description
1	6/30/95	Music books 1 of 2
2	6/30/95	Music books 2 of 2
3		Lecture series
4	6/6/95	Translations of old songs by Keoni Dupont A093/e-29
5	9/25/85	Place names of Honolulu writing papers
5a		Golden book series
6	6/13/88- 6/30/95	Extension Education Division
7	2/6/88- 6/30/95	Na Hua'ōlelo Hou
8		Time worksheets with clocks
9	1986	Heritage Center Focus Committee 1 of 3
10	1986	Heritage Center Focus Committee 2 of 3
11	1986	Heritage Center Focus Committee 3 of 3
12	1/28/81-	Conversational Hawaiian
13	10/1/81-	Na Ki'i Ho'omana'o instructional visuals
14	10/1/81-	Place names, North and South Kona
15	10/1/81	Ka Oihana Lua-copyright by June Gutmanis
16	12/15/80-	Battle of Nu'uaniu
17		The Guardian of the Nu'uaniu Pali Legend of Oahu
18	8/13/87-	Olelo No'eau Project -
19		Collection of Lilian Maka'eha
20		Technical Report No. 110, Quild and T-shirt Curriculum Strand - February 1983
21		Reading Exercises
22		Music - Na Mele Hula - October 6, 1980
23		Current
24		Report from Core Staff
25		Hele Kakou I Ke Kula
26		Paradise of the Pacific - 1929
27		Hawaiian Language
28		Personal Pronouns
29		Legend of Punia - Na Ke Kumu
30		How To Do Oral History
31	3/10/1988	Heritage Center Taks Force from Julie Williams
32		Recipes
33	1984	Explore the Island of Hawai'i
34		Song sheets Part 1 of 2
35		Song sheets Part2 of 2
36		Lesson plans 1
37		Unit IV

38	Unit III
39	Unit V
40	Unit I
41	Ho'omau I Ka 'Ōlelo
42	Notes and memos
43	Lei Momi 'O Ewa
44	Teaching aids
45	Primary workshop
46	Handwriting seminar
47	Hawaiian place names, Waikīkī and Kona
48	Ho'omau I Ka 'Ōlelo
48a	Unit IV
49	Unit III
50	Place names committee
51	O'ahu place names
52	The Young Chief's Companions
53	Place names committee
54	Poetry and Literature
55	1988-89 seminars
56	Kupuna conference

Box 12 (Evening and Pre-vocational boxes 1 and 2A)

Folder	Date	Description
1-1	8/1/1995	Evening Program Curriculum Advertising 1991
1-2		Evening Program Curriculum Advertising 1992
1-3		Evening Program Curriculum Advertising 1993
1-4		Evening Program Curriculum Advertising 1990
1-5		Evening Program Curriculum Advertising 1989
1-6		Evening Program Curriculum Advertising 1988
1-7		Evening Program Curriculum Advertising 1987
1-8		Evening Program Curriculum Advertising 1986
1-9		Bulk mailing
1-10		AES Pa'ina
1-11		Twelve framed transparencies
2A-1	8/17/1995	Pre-vocational education (non-current) Accounting
2A-2		Pre-vocational education (non-current) Auto body and fender repair
2A-3		Pre-vocational education (non-current) Pre-business workshop A
2A-4		Pre-vocational education (non-current) Pre-business workshop B
2A-5		Pre-vocational education (non-current) Career planning and job searching A
2A-6		Pre-vocational education (non-current) Career planning and job searching B

2A-7	Pre-vocational education (non-current) Chinese cooking
2A-8	Pre-vocational education (non-current) Electronic calculator
2A-9	Pre-vocational education (non-current) Electronics, electricity
2A-10	Pre-vocational education (non-current) Graphoanalysis
2A-11	Pre-vocational education (non-current) Making money work for you
2A-12	Pre-vocational education (non-current) Mechanical drafting
2A-13	Pre-vocational education (non-current) Refrigeration
2A-14	Pre-vocational education (non-current) Sewing projects, fashion designing, etc.
2A-15	Pre-vocational education (non-current) Shorthand
2A-16	Pre-vocational education (non-current) Silkscreening
2A-17	Pre-vocational education (non-current) Single camera video production
2A-18	Pre-vocational education (non-current) Solar water heating
2A-19	Pre-vocational education (non-current) Speaking out
2A-20	Pre-vocational education (non-current) Standard First Aid, CPR
2A-21	Pre-vocational education (non-current) Successful money management
2A-22	Pre-vocational education (non-current) Sun drying Hawaiian foods
2A-23	Pre-vocational education (non-current) Typing, beginning
2A-24	Pre-vocational education (non-current) Small engine repair
2A-25	Pre-vocational education (non-current) Communication at work

Box 12 A (Hawaiian Studies Boxes 2A and 2B)

Folder	Description
2A-1	1001-Feather lei making
2A-2	1001-Feather lei making
2A-3	1001-Feather lei making
2A-4	1001-Feather lei making
2A-5	1011-Floral lei making
2A-6	1061-Hula 'Auana beginning
2A-7	1061-Hula 'Auana beginning
2A-8	1061-Hula 'Auana beginning
2A-9	1061-Hula 'Auana beginning
2A-10	1061-Hula 'Auana beginning
2A-11	1071-Hula 'Auana intermediate
2A-12	1071-Hula 'Auana intermediate
2A-13	1071-Hula 'Auana intermediate
2A-14	1081-Kiho'alu beginning
2A-15	1081-Kiho'alu beginning
2A-16	1091-'Ukulele beginning
2A-17	1091-'Ukulele beginning

2A-18	1122-Lauhala hat making
2A-19	1121-Lauhala weaving
2A-20	1121-Lauhala weaving
2A-21	1121-Lauhala weaving
2A-22	1031-Hawaiian history-pre-contact
2A-23	1051-Lau niu-coconut weaving
2A-24	1061-Quilt making
2A-25	1181-Kiho'alu intermediate
2A-26	1191-Hula Kahiko beginning
2A-27	Hula Kahiko intermediate
2A-28	1201-Hawaiian fishnet making
2A-29	1221-'Ukulele intermediate
2A-30	1241-Ho'oponopono
2A-31	1251-Guitar Hawaiian style
2A-32	1251-Guitar Hawaiian style
2A-33	Kiho'alu Intermediate
2B-1	Hawaiian 1A curriculum outline
2B-2	1261-Native Hawaiian lands
2B-3	1401-Historical sites of Kohala
2B-4	1401-Historical sites of Kohala
2B-5	1401-Historical sites of Kohala
2B-6	1401-Historical sites of Kohala
2B-7	1401-Historical sites of Kohala
2B-8	1401-Historical sites of Kohala
2B-9	1401-Historical sites of Kohala
2B-10	1401-Historical sites of Kohala
2B-11	Historical sites of North Kohala
2B-12	1451-Hawaiian culture food health
2B-13	1471-Hawaiian cooking
2B-14	Hawaiian language worksheets
2B-15	1511-Hawaiian language 3rd semester

Box 13 (Vocational Education Boxes 1A and 1B) Hawaiian culture

Folder	Date or #s	Title or Description
1A-1	(1, A)	Hawaiian Song Writing 1/2
1A-2	8/17/1995	Hawaiian Song Writing 2/2
1A-3		Feather Lei Making
1A-4		Feather Lei Making - Beginning & Intermediate
1A-5		Genealogy/Chiefly Lines
1A-6		1251 Guitar Hawaiian Style

1A-7	Hawaiian Studies
1A-8	Hawaiian Chant
1A-9	Hawaiian Choral Singing
1A-10	Hawaiian Food Prep
1A-11	Hawaiian History
1A-12	Hawaiian Language 101C 4th Semester
1A-13	Hawaiian Natural History
1A-14	Hawaiian Fishnet/Dry Fish Box Making
1A-15	1031 Hawaiian Fishnet Making
1A-16	Hawaiian Language, Conversational
1A-17	Hawaiian Language 1980
1A-18	Hawaiian Language 101A 2nd Semester
1A-19	Hawaiian Culture Series, Hawaiian Quilt Making (6-Week Course)
1A-20	Hawaiian Culture Series, Hawaiian Quilt Making (8-Week Course)
1A-21	Hawaiian Culture Series, Hawaiian Quilt Making (10-Week Course)
1A-22	Hawaiian Culture Series, Hawaiian Quilt Making Deborah T. Santos - Instructor
1A-23	Hawaiian Quilt Making
1A-24	Hawaiian Quilt Making Evaluations
1A-25	Floral Lei Handouts 1/2
1A-26	Floral Lei Handouts 2/2
1A-27	Floral Lei Making (Hawaiian Lei Making)
1A-28	Floral Lei Making
1A-29	1021 Hawaiian Language 1
1A-30	Hawaiian Language/Section 1
1A-31	Hawaiian Language/Section 2
1A-32	Hawaiian Language for the Royal Hawaiian Shopping Center
1A-33	Hawaiian Language 101A 1st Semester
1A-34	Hawaiian Language 1st Semester
1B-35 (1,B)	Music
1B-36	Hula Auana - Beginning
1B-37	Hula Auana - Intermediate
1B-38	Hula Implement Making
1B-39	Hula Kahiko - Advance
1B-40	Hula Kahiko - Intermediate
1B-41	Hula Kahiko - Beginning
1B-42	Kiho'alu / Slack Key / Guitar - Beginning
1B-43	Kihoalu - Intermediate
1B-44	Kihoalu - Beginning
1B-45	Kiho'alu / Slack Key / Guitar - Advance
1B-46	Master 2/4/87
1B-47	Lauhala

1B-48	1121 Lauhala Beginning - Advance
1B-49	Launiu
1B-50	Launiu Coconut Weaving
1B-51	Launiu Lesson Plan
1B-52	Master 2/23/87
1B-53	Law - Wise
1B-54	Hawaiian Literature (Law)
1B-55	Making Your Own Guitar
1B-56	Real Estate in Hawaii
1B-57	Samoaan Bark - Cloth
1B-58	Ukulele
1B-59	For George Hookauo Alpha Order A-I
1B-60	For George Hookauo Alpha Order J-Z
1B-61	Ukulele Beginning
1B-62	Ukulele Intermediate
1B-63	Na Hana Lima
1B-64	He Kalana Kakau Ki Ho'alu Helu 'Ekahi
1B-65	Native American Estate: The Struggle Over Indian And Hawaiian Lands

Box

27-1 audiotapes [Kī Hō'alu by Ronald J.K. Loo audio 6 audiotapes and case in audiotape Box 27-1](#)

Box 14 A (Evening program) Vocational skills

BOX 2B

Folder #	Date or #s	Title or Description
1	8/16/1995	Welding , Beginning
2	8/16/1995	Welding , Beginning
3	8/16/1995	Welding, Intermediate
4	8/16/1995	Woodworking
5	8/16/1995	Yes , You Can
6	8/16/1995	Career / Vocational Education
7	8/16/1995	Entrepreneurship 1
8	8/16/1995	Entrepreneurship 1 Education
9	8/16/1995	Entrepreneurship 1 Financial Planning
10-1	8/16/1995	Vocational Education , Welding - Master (1 of 9)
10-2	8/16/1995	Vocational Education (2 of 9)
10-3	8/16/1995	Vocational Education (3 of 9)
10-4	8/16/1995	Vocational Education , Metals Bob H. (4 of 9)
10-5	8/16/1995	Vocational Education (5 of 9)
10-6	8/16/1995	Vocational Education (6 of 9)

10-7	8/16/1995	Vocational Education (7 of 9)
10-8	8/16/1995	Vocational Education , Honolulu Community College (8 of 9)
10-9	8/16/1995	Vocational Education (9 of 9)
11-1	8/16/1995	Entrepreneurship 2 (1 of 5)
11-2	8/16/1995	Entrepreneurship 2 (2 of 5)
11-3	8/16/1995	Entrepreneurship 2 , Hawaii Entrepreneurship Training Program June 29 1984 (3 of 5)
11-4	8/16/1995	Entrepreneurship 2 (4 of 5)
11-5	8/16/1995	Entrepreneurship 2 , Lady DI's Studio - Aerobics (5 of 5)
12-1	8/16/1995	Evening Program curriculum Hawaiian Language 3rd semester
12-2	8/16/1995	Evening Program curriculum Hawaiian Language 3rd semester
12-3		Evening Program curriculum Hawaiian Language 3rd semester
12-4		Evening Program curriculum Hawaiian Language 3rd semester
12-5		Evening Program curriculum Hawaiian Language 3rd semester
12-6		Evening Program curriculum Hawaiian Language 3rd semester
12-7		Evening Program curriculum Hawaiian Language 3rd semester

Box 14 B (Pre-vocational classes and Verlieann Wright meeting notes)

BOX 2C

1-1 to 1-23	1491 Na Mea Waiwai O Hawai'i
2	1501 Hawaiian Chanting, Master Course Description, Accreditation, Teacher materials, Hawaiian Poetry and Music
3	1511 Hula Kahiko Intermediate NO CONTENT
4	1521 Na Kupuna O Ko'olau course description
5-1	1531 Native Hawaiian Sovereignty Education 1 of 3
5-2	1532 Native Hawaiian Sovereignty Education 2 of 3
5-3	1533 Native Hawaiian Sovereignty Education 3 of 3
6	1551 Hawaiian Language Immersion / The Birth Chant of Bernice Pauahi Bishop (Appendix)
7	1561 Hawaiian Language Pepeke II NO CONTENT
8	1562 Hawaiian Language Pepeke III NO CONTENT
9	1581 Basket weaving supplies
10	1611 Steel guitar letter, lesson I
	Verlieann Wright meeting notes

Folder	Description
1	Agreement
2	Interagency meeting-Kaua'i
3	Interagency meeting-Kaua'i
4	Interagency meeting-January-June 1987

5	Interagency meeting-January-June 1987
6	Copy timesheets
7	Inventory/shipping copies
8	ABSI program contract and information
9	Mileage records
10	Inventory books
11	Agendas
12	Vocational education coordinating advisory council meeting minutes 1990
13	Agenda and minutes May 23, 1990
14	Graduate fellowship for ELSI
15	Annual state plan for vocational education 1991-92
16	Application for Federal vocational funds
17	Part 1 Vocational education
18	Planning for articulation 2+2 vocational education programs
19	Native Hawaiian Community Colleges Advisory Council
20	Special Report Hawai'i secondary vocational technical education trends
21	Human resources information

Box 15 Lecturer series and miscellaneous curriculum

Folder	Date or #s	Title Description	Description
1	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Agard, Louis
2	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Aiu, Patrick
3	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Akaka, Daniel
4	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Aluli, Irmgard Farden
5	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Bedmer, Nona
6	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Beamer, Billie
7	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Bartels, James
8	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Barrere, Dorothy
9	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Bacon, Pat
10	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Apple, Russell
11	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Brady, Barry

12	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Cambra, Ho'oulu
13	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Chang, Williamson
14	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Charlot, John
15	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Chihen, Jon J
16	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Chuck, Bob
17	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Davis, Charels K.L.
18	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	De Silva, Kihei
19	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	De Silva, Mapuana
20	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Du Pont, Keoni
21	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Emory, Kenneth
22	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Erickson, Jackie Mani
23	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Hew Len, Helen Kuona
24	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Ho, Claire Hughes
25	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Hohu, Martha Poepoe
26	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Holt, John Dominis
27	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Johnson, Rachel
28	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Kaeppler, Adrienne
29	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Kahalepuna, Paulette N
30	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Mofield, Stanley
31	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Moriarty, Dan
32	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Nagata, Ken
33	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Naluai, Clayton
34	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Padeken, Georgiana
35	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Paki, Palahi

36	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Parker, Paul, Margaret
37	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Piianaia, Ilima
38	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Reppun, Charles
39	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Rubin, Winona Ellis
40	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Sen, Wesley
41	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Seto, Muriel B.
42	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Tatar, Elizibeth
43	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Thompson, Myron
44	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Tongg, Michael
45	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Trask, Haunani K
46	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Trotter, Fred
47	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Van Dorpe, Puanani K.
48	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Vaughan, Palani
49	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Williamson, Eleanor
50	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Ziegler, Alan C.
51	6/30/1995	CEP Lecturers -K-M (Adrienne Kaeppler-Stanley Mofield)	Zuttermeister, Kau'i
52	8/17/1995	Miscellaneous Curriculum Materials Historic sites	
53	87/17/1995	Miscellaneous Curriculum Materials AUTOCAD Units, 11, 13, 14, 15	
54	8/17/1995	Miscellaneous Curriculum Materials AUTOCAD Units 20, 23	
55	87/17/1995	Miscellaneous Curriculum Materials Hawaiian language, lei making	
56	8/17/1995	Miscellaneous Curriculum Materials Ki Ho'alu Intermediate, Hula 'auana	
57	87/17/1995	Miscellaneous Curriculum Materials Ki Ho'alu Intermediate, Feather Lei Making	
58	8/17/1995	Miscellaneous Curriculum Materials Kapakahi I.Q. test for locals	
59	87/17/1995	Miscellaneous Curriculum Materials 1989-90 pre-vocational etc materials	
60	8/17/1995	Miscellaneous Curriculum Materials Spiritual rebuilding	
61	87/17/1995	Miscellaneous Curriculum Materials Graphic design using the computer, silk screening, auto maintenance, Word Perfect	

62 87/17/1995 Miscellaneous Curriculum Materials Hawaiian quilt making, Hawaiian history, CPR, First Aid

Box 16 (Vocational Education 3A and 3B) Vocational skills

Folder	Description
3A-1	Pahu Drum
3A-2	Lomilomi
3A-3	6011 Hawaiian language for 'ohana
3A-4	Ohana education
3A-5	Ohana education documentation
3A-6	Heritage Center docent training
3A-7	calligraphy
3A-8	Pre-voc ed
3A-9	2021 welding /metal tech
3A-10	2031 woodworking
3A-11	2041 basic home repair / maintenance
3A-13	plumbing manual
3A-14	<i>Reading Construction Drawings</i> manual
3A-15	<i>Reading Construction Drawings</i> manual
3A-16	<i>Reading Construction Drawings</i> manual
3A-17	<i>Reading Construction Drawings</i> manual
3A-18	<i>Reading Construction Drawings</i> manual
3A-19	<i>Reading Construction Drawings</i> manual
3A-20	Course outlines and <i>Reading Construction Drawings</i> manual
3A-21	<i>Reading Construction Drawings</i> manual
3A-22	<i>Reading Construction Drawings</i> manual
3A-23	<i>Reading Construction Drawings</i> manual
3A-24	<i>Reading Construction Drawings</i> manual
3B-1	2061 silkscreening printing
3B-2	2061 silkscreening printing
3B-3	2061 silkscreening printing
3B-4	2061 silkscreening printing
3B-5	2071 starting a small business
3B-6	2081 oil painting
3B-7	machine technology
3B-8	machine technology
3B-9	graphic design, preparing material
3B-10	graphic design, preparing material
3B-11	Auto CAD manual
3B-12	speed writing and mentoring

- 3B-13 *Reading Evaluation Adult Diagnosis* manual
- 3B-13 Ceramics, Beginning 8/16/1995
- 3B-14 Autocad - An Artist's Sketchbook 8/16/1995
- 3B-15 Personal Income Tax Preparation 8/16/1995
- 3B-16 Personal Income Tax Preparation 8/16/1995
- 3B-17 Tax Strategies for Small Business 8/16/1995
- 3C-1-1 Literacy Volunteers Kamehameha, Literacy Volunteers of Kamehameha 1 of 2
- 3C-1-2 Review of Policy D#3 "Students Records" , Literacy Volunteers of Kamehameha 2 of 2
- 3C-2 College financial planning, College Financial Planning (M)
- 3C-3 Calligraphy - Italic, Calligraphy - Italic
- 3C-4 Ceramics, potter's wheel
- 3C-5-1 'Ukulele making 1 of 2
- 3C-5-2 'Ukulele making 2 of 2
- 3C-6-1 Tutor (sixth Edition), Literacy Volumes of America 1 of 2
- 3C-6-2 Tutor (Sixth Edition), Literacy Volunteers of America 2 of 2
- 3C-7 2451 Small Engine Repair (NO CONTENT)
- 3C-8 2411 People's Law (NO CONTENT)
- 3C-9 2461 Flug Plug Basic Investment, Financial Planning
- 3C-10 2461 Flug Plug Basic Investment , Successful Money Management
- 3C-11 2471 Wills and Trusts , Wills/Trusts/Estate Planning
- 3C-12 2481 Drawing
- 3C-13 2501 Commercial Electric
- 3C-14 2501 Commercial Electric , Home Electrical
- 3C-15 2511 Plants and Soil
- 3C-16 2521 Technical Math for Industry (NO CONTENT)
- 3C-17 2531 Workplace Basics (NO CONTENT)
- 3C-18 2541 Photography
- 3C-19 2551 Air Conditioning and Refrigeration
- 3C-20 2571 Watercolor Art

Box 17 (Vocational Education 3, 3B, 3C)

Folder	Description
3-1 to 9	Accreditation Reports 1991-1992
3-10 to 21	Accreditation Reports 1992-1993
3-22 to 25	Educational Aspiration and Supports of Hawaiian Parents Chapters 1 to 4, 1977
3-26 to 28	A Report on Educational Employment and Training needs of Hawaiian Youth, 1980

- 3-29 Office of Program Evaluating and Planning - CEP, November 1983
- 3-30 Office of Program Evaluating and Planning - Explore the Island of Hawai'i, August 1984
- 3-31 Office of Program Evaluating and Planning - KSBE staff health and fitness survey June '88-'89
- 3-32 Office of Program Evaluating and Planning - Hawaiian Maritime Center October '92-'93
- 3-33 Office of Program Evaluating and Planning - Hawaiian student (DOE) December 1992
- 3-34 Office of Program Evaluating and Planning - Hawaiian culture lecture series August 1981
- 3-35 Office of Program Evaluating and Planning -Legal issues November 1981
- 3-36 Office of Program Evaluating and Planning -Spring 1980 evaluation by students April 1981
- 3-37 Office of Program Evaluating and Planning -Hawaiian lecture series sumative 1979 January 1980
- 3-38 Office of Program Evaluating and Planning -Hawaiian culture lecture series eval paper no. 5 November 1980
- 3-39 Office of Program Evaluating and Planning -Hawaiian culture lecture series eval report no. 4
- 3-40 Office of Program Evaluating and Planning -Survey of KS/BE staff morale June 1983
- 3-41 Visiting committee accreditation report February 22-25, 1993
- 3-42 Hawai'i Maritime Center lecture series evaluations 1991-1992

Folder Description

- 3B-43 Ceramics, beginning
- 3B-44 AutoCAD artist's sketchbook
- 3B-45 Personal income tax preparation
- 3B-46 Personal income tax preparation
- 3B-47 Tax strategies for small business

Folder Description

- 3C-48 Literacy volunteers of Kamehameha 1 of 2
- 3C-49 Literacy volunteers of Kamehameha 2 of 2
- 3C-50 College financial planning
- 3C-51 Calligraphy-Italic
- 3C-52 Ceramics-Potter's wheel
- 3C-53 'Ukulele making 1 of 2
- 3C-54 'Ukulele making 2 of 2
- 3C-55 Tutor (5th edition) Literacy volunteers of America 1 of 2
- 3C-56 Tutor (5th edition) Literacy volunteers of America 2 of 2
- 3C-57 2451 small engineer repair NO CONTENT
- 3C-58 People's law NO CONTENT
- 3C-59 2461 Financial planning
- 3C-60 2461 Successful money management
- 3C-61 2471 Wills and Trusts
- 3C-62 2481 Drawing
- 3C-63 2501 Apprenticeship Application for Construction and Building 1 of 2
- 3C-64 2502 Apprenticeship Application for Construction and Building 2 of 2

3C-65	2511 Plants and soil
3C-66	2521 Technical Math for Industry NO CONTENT
3C-67	2531 Workplace Basics NO CONTENT
3C-68	2541 Photography
3C-69	2551 Air-conditioning and Refrigeration
3C-70	2571 Watercolor Art

Box 18 Ka Nohona Ho'opuni o ka Hawai'i: the environment of the Hawaiian Life 1984

Folder	Curriculum unit lessons
1	Basic Skills - Reading Basic Skills - Reading
3	Basic Skills-Language
4	Basic Skills-Math
5	Basic Skills-Math
6	Basic Skills-Math in a Hawaiian context
7	Basic Skills-Math
8	Basic Skills - Reading English in a Hawaiian context
9	Basic Skills - Reading English in a Hawaiian context
10	Life Skills curriculum guide and lesson units
11	Life Skills curriculum guide and lesson units
12	Life Skills competencies
13	Life Skills competencies
Binder box	Hale O Ho'oponopono 1990's photographs from 6 albums
Album	Hale O Ho'oponopono

Box 19 Master's Reports copies

Folder	Description
1	83rd Master's Report 1970
2	Part 1 Estate Business Operations
3	Exhibits and Part 2
4	Trustees' comments and Master's Report
5	83rd Report Part 1
6	83rd Report Part 2
7	83rd Report Part 1 with handwritten notes
8	84th Report
9	85th Master's Report 1976

- 10 85th Master's Report 1976
- 11 85th Master's Report 1976 Jack Darvill's copy
- 12 1972 President's report to the public
- 13 Stuart E. Wolfe's report on the 86th-89th annual report
- 14 Trustee's report ending in 1972
- 15 90th Master's report
- 16 91st Master's report
- 17 92nd Master's report
- 18 93rd to 96th Master's report
- 19 93rd to 96th Master's report
- 20 93rd to 96th Master's report
- 21 93rd to 96th Master's report
- 22 97th Master's report
- 23 97th Master's report
- 24 97th Master's report
- 25 98th Master's report
- 26 99th Master's report
- 27 99th Master's report
- 28 100th Master's report
- 29 100th Master's report
- 30 100th Master's report
- 31 100th Master's report
- 32 100th Master's report
- 33 101st Master's report
- 34 101st Master's report

Box 20 Electronic Files (5" floppies)

BOXED SETS

#	INFO	AMOUNT	DESCRIPTION
1	KAO brand MD2D formatted For IBM PC, PC/XT and Compatibles Double Sided Double Density 4BTPI	7	DOS
2	KAO brand MD2D formatted For IBM PC, PC/XT and Compatibles Double Sided Double Density 4BTPI	6	OGC-7/91, VAMW 10/89 correspondence 1990, VA correspondence, 1992 temp, 91-92 OGC, Accreditation *History 2 (1/25/92) *Dara 2 (1/25/92), AES 0007
3	ATHANA Model 47-7501 Double sided/Double Density Soft Sectored/Cert.40 tracks	8	SP cb Master 90-01 Back-up #1, EED Summary Comp budget 90-91, ISD Reg. IRP 90-91, Computer Budget MASTER, CBMASTA B3A5T2 Sum 5 yr sum 5 yr sum I, ISD REQ 1/N4P backup, ISD retreat form SP#2 90-01, ISD-SP EED Compute budget master 90-91, CEP budget 89-90 IS D1 Admin

4	KAO brand MD2D formatted For IBM PC, PC/XT and Compatibles Double Sided Double Density 4BTPI	8	CEP adult community ed schools roles & responsibilities, blank, HCLS-1990-91, Gen Corres 11/89, 3 no-title, Annual report 87-88, CEP annual report Aarp8889
5	KAO brand MD2D formatted For IBM PC, PC/XT and Compatibles Double Sided Double Density 4BTPI	8	B'DB prog, 90-91 P.O. MASTER, no-title, OGC 10/90, cep 1989 Mission statement 6/30/89, Budget FY 1989-90 Trustees mtg backup, Trustees mtg 89-90 budget summary, EED computer comm. NOTE: Red-administration/Green-adult education school/Orange-adult basic skills/ Blue-guidance & counseling/Yellow-Hawaiian culture lecture series
6	mixed	8	HCLS-site spreadsheet HCLS proposed: actual report 89-90 KS alumni, HCLS: FY91-92 reconcile 92 planning doc, C&G, Database-studprof, SLASPROF, COURSPROF, Sopring 88 profile CEP/AE/ENRL-DATA/SUM85BU rate of completion, AOA SP86
7	KAO brand MD2D formatted For IBM PC, PC/XT and Compatibles Double Sided Double Density 4BTPI	5	OSIRIS BASIC SKILLS CPB 6.0

SINGLES

1	Program review forms AES/HCLS 89-88	151	AES Jpage
2	CEPCAL87-CEP YRLY CAL EED newsletter all programs CEP calendar monthly	152	AES student profile 86-89
3	Memos, misc. Calendar	153	AES profile 86-87
4	Nanaikapono roles & responsibilities 10/23/90	154	CEP 88-89 program calendars
5	CEP JD (VAM)	155	HCLSH
6	EED COMP COMM 1	156	HCLS schedule backup 3/30/89
7		157	BSINQU.TXT 10/13/87
8	Intro to electronic spreadsheets A>Intro	158	Memos, misc. Calendar
9	Yellow dot	159	HCLSLEC9
10	6/13/88-payperiod 88-89 schedule	160	Hawaiian Culture Lecture Series
11	PC-operating system-DOS	161	EED computer budget 88-89
12	CEP expenditures 88-89	162	JD 10/90 backup
13	CEP budget 89-90	163	
14	DOS 3.1	164	10/90 see backup
15	CED pono show micro proj-92 HIS computer comm	165	
16	C&CT-D.Clark 89-90 Myron Lunalilo Home	166	Freelance charts
17	C&G XI-1	167	CEP job descriptions
18	Memos and miscellaneous	168	JD's regorgan CEP 89-90
19	outgoing correspondence bud notes	169	Schedules 88-89
20	correspondence Danny Counseling & guidance 88-89	170	Calendar CEP EED 88-89
21	counselors 1/19/88 cc growth	171	Aunty Sarah Christmas Stories
22	outgoing correspondence 103/87	172	AES proposed /actual courses summer 89
23	CEP org	173	AES brochure backup

24	HCLS-Sarah Nakoa "Looking at the Hawaiian language throug the Bible"	174	CEPGCC job description
25	Sarah Nakoa-concept paper 1/26/89	175	personnel 1988
26	Aunty Sarah	176	Basic skills BSJD1 etc
27	P.O. database translated into Lotus	177	AASI
28	Course info database	178	Lead teacher-JD
29	Lotus expen87-88.WK1 inventor.wk1	179	Admin internship
30	89-90 P.O. Database FY89-90.DBF	180	Intro to Operating systems
31	BS inventory	181	Intro to personal computing
32	PR.control 87/88 database A:expn8788	182	NumbersPlusII basic algebra by quality input IBM
33	PR Control 87/88 database A:EXPN8788 backup	183	Intermediate Algebra
34	88-89 PO control FY8889PO	184	AECST8T course confirmation
35	8/24/88 Fall 89-90	185	AES flyers/seminars, supplies sp sum 1989
36	89-90 P.O. database FY 8990 PO.DBF backup	186	AEC FACUSE87 AEC bkup
37	FY88-89 P.O. control backup FY8889PO	187	Spring 88 refund
38	Purchase req DBF shells	188	B.S.
39		189	5/87 refund, correspondence Aunty Sarah etc
40	C&G/Danny	190	DEPRECAP.WK1
41	Apple II+, Ile, IIc Disk	191	No title
42	Adult basic skills TH Summer 87-Spring 88	192	Outgoing correspondence Puanani
43	AES TH backup Sum 87-Spring 88	193	AE schedules and forms
44	AES PERS 3 MASTER FY 87-88, Sum 87, Fall 87	194	AE contracts etc
45	ABSTH889,899	195	No title
46	Basic Skills Work Reqts.	196	Adult Education correspondence
47		197	Samp week I course confirmation
48		198	Outgoing correspondence Puanani
49		199	AES inventory
50	Pehea Nā Po'e Apau	200	AES
51	Fred's Final graphs	201	AES forms
52	EED data base items by program area	202	ADJ BUDGET 86
53	Trustees mtg 89-90 budget summary backup 5/3/89	203-204	Test-Summer 1993
54	costbench + analysis prof1.wk1, prof2.wk1	205-207	Miscellaneous
55	Budget FY1989-90 detail / justification	208	Course Outline Series
56	ABS OGC data 88-89 Perf ACH	209	Confirmation Fall 1990
57	CEP highlights: 8/89, computers com CEP than you letters. CEP O. Charts 9/89	210	Spreadsheets ACS, HCLS, Teachers
58	CEP cost benefit 1/89	211	Quiltmaking, Guitar, Lauhala, Kihoalu Beg, Kahiko multimedia
59	Feb 88 CEP personnel	212	AES payroll
60	Interest driven learning, data disk	213	Accreditation guest

61	Interest driven learning, data disk	214	Trade Area info sheet
62	Word Perfect 5.0	215	Budget 1993-4 Basic Skills
63	ISD-AES 1990-91	216	" shell
64	Out Going correspondence #2 Jan 1993	217	1992-3 Budget Shells Master
65	Trustee's staff report 1988094 COSTBEN.WK1	218	1992-3 Budget Shell Adult school
66		219	1991-2 correspondence
67	Print master	220	1991-2
68	Vi-notes 1988-89	221	Japanese
69		222	Inventory Master pending
70		223	Resume 1992
71	VAM #2	224	Shirley
72	VAM 8/31/89	225	MBA statement/purpose
73	MEMOS 4/2/90	226	1989-90 calendar
74	ISD Form EED Comp Comm CEP-comp asc Disk 2	227	Accreditation survey
75	ISD Form EED Comp Comm CEP 90-91 backup	228	Pukui
76	Alternative Ed. Prog CED computer budget FY 1991-92 working disk	229	Minutes
77		230-32	Data.cre
78	CEP Program calendars FY 88-89	233	Hula Kahiko, Hawaiian chanting
79	88'89 CEP Ind calendars	234	Aunty Sarah's Hawaiian Language I, II
80	Jdodesu:31886 (CT2) CEPDIR etc	235	Macros
81	JDCGMOL.	236	LED Newsletter
82	FY 1990-91 budget SD local/out-of-state equip	237	Accreditation goals
83	Master budget disk	238	PEPS 5/1
84	Budget office of Dir 90-91	239	Desktop, Appleworks software
85	90-91 Budget master	240	Inventory Master: Language
86	CEP budget 1990-91	241	Inventory Master: Math Lab
87	P.O's FY8990, DBJECT CODE by HCCT No. 5/29/90	242	Inventory Master: references, software
88			Welding
	FY8990PO backup	243	
89	CEP ABS TH 89-90	244,253	dBase III Plus administrator #1, #2
90	1989-90 budget CEP backup	245	Term Paper Writer
91	C&G 90-91	246	Beamer Hawaiian Songs inventory
92	Budget 90-91	247	Easy Form program
93	Budget 90-92	248	Lotus software
94	Budget 90-91 backup DO NOT PRINT	249	BOOT: copyiipc
95	Staff development LOTUS 84-85	250	Tutor-dBase
96	Budget shells FY 8990	251	VP Planner software

97	AES MASTER 1987-88	252	Printergraph for Lotus software
98	CEP Summer budget 1989	254	Sideways Version 3 for IBM PC software
99	CEP 1988-89 budget backup	255	Appleworks program software
100	CEP budget summaries 8889	257	dBase B software
101	ADA Sum 86	258	dBase A software
102	AES FAINV87-AES FPR87 Inventory requests	260	dBase software
103	AES Summer 1989 deposit report #1	261	Lotus utilities DOS 2.0 software
104	AESDFND87 Summer 87 AES Summer 90 AES Conf 90 Fall/Facsht	262	Lotus system software
105	DEPFR.89 (bkup)	263	Lotus system disk
106	Fall 1989 AES TH	264	Appleworks 6/87
107	AECFACSm.WK1	265	Fall 1987
108	CEP budget summer 1988-89 backup	266	Spring 1987
109	CEP budget rev1 #1	267	Reports
110	Budget summary FY 1989-90	268	HCLS
111	88-89 budget Brian CP.ORG	269	reports
112	CEP budget justifications by program FY 88-89	270	O'ahu term VIII-1
113		271	Stuevaloterm xmas
114	89-90 DBFILE computer budget 88-89 EED	272	AESplann FacFA90
115	Community Education Division FY 1991-92 MASTER BUDGET	273	Basic Skills correspondence, org chart
116	Financial aid 90-91 backup	274	PTE shell
117	computer budget	275	Pay
118	89	276	AES summer 88
119	ANRPT871 data ANRPT872 narrative	277	Spring 89
120		278	Networks
121	BASE boot computer software	279	AES FY 88-89
122	1992-1993 Budget final	280	Fall 1988 reports
123	Computer budget request '93 Adult Eve prog red dot	281	Final report
124	Computer budget request '93 Adult Eve prog red dot	282	Spring 90
125	Alt Ed micro request 93-94	283	Labels
126	Accreditation guest list Lotus	284	
127	Lauhala Legends Ho'olaulea	285	AES course list
128	ACS Launnui	286	HCLS-EVAL 88'89
129	ISD AES GENCORRES	287	Spring 89
130		288	DOS 3.2 1989
131		289	.txt files
132		290	1988 flyer
133		291	HCLS88.data
134		292	Flyers
135	11/89 cep msc correspondence	293	
136	AES correspondence	294	Summer 88

137	CEP minutes 1989 org charts	295	AES Sp 90 Start up
138	Trustees mtg 89-90 budget	296	RRS pages 1-6 backup
139	AES recap AESPA AESSUM87,88	297	AESINVEN
140	New Directions 6/89	298	CEP/AE/TA-Sum 85
141	The Gift of the Magi	299	CEP Adult Ed-Sum 85
142	Jpage/89	300	AES0032
143	AES Pay sheets Spring 88	301	AES0033
144	AES Spring 1989	302	Field trip Sum 89
145	AES 97--8-8 summaries	303	AESDBFD8
146	combine.wk1, profile.wk1, profile2.wk1	304	Appleworks, Hawaiian culture classes
147	Intro to Operating systems	305	AES0016
148	AES Data 86-87 working copy	306	HCLSAD87
149	AES attendance 86-87	307	SARANWLT.txt
150	AES History 86-89	308	MISC0002 Sarah Nakoa
		309	HCLS 88-89 budget
		310	HCLS 88-89 mail list
		311	310 backup
		312	89 budget AES Sum Fall

Box 21 Electronic Files (3.5" diskettes)

BOX A	Verlie's files
Diskette	Title
1	Kohala
2	Lotus- Printgraph- Translate
3	CEP Lecture Data
4	Miscellaneous- Staff Mtg
5	Alumni Relations Office
6	Alumni Relations Office Summer
7	Data- Team
8	Accreditation
9	Continuing Education Level 1-4
10	CEP
11	Prime
12	CEP Staff Mtg
13	Blank Disk
14	Andy
15	Anrypt
16	HCLS 1,2,3
17	Fall
18	graph pic

19 templates
 20 Susan
 21 Newsletter
 22 Newsletter
 23 Newsletter CED
 24 DHSCP Newsletter
 25 naulu.aet
 26 October Newsletter
 27 News (Krisp)
 28 Newsletter June
 29 CEP Newsletter
 30 Newsletter -Oct
 31 CEP- Proj
 32 Jim
 33 Welding
 34 V-tecs

BOX B Adult Community School- pers 3's/ attendance/prime/timesheets
 1 Fiscal 12/93
 2 HCLS FY 93-94 Evaluation
 3 Spring 94 Fac Req (Latin) Make-up form
 4 FY 93-94 Data
 5 Spring 1993 Data
 6 CEP Program operations 93-94
 7 Data/Lotus/Sum FY 93-94
 8 Christines Clip

9 Master Timeline

BOX C Budget--evals/ annual data/profiles

1 Budshell - FY 1995-96
 2
 3
 4 Budget 94-95 - Verlie's D.O.
 5 Budget request
 6 Susans work copy budget 94-95
 7 Spring 93 profile
 8 Fall 92 profile
 9 profiles 92-93
 10 Summer 92 profile
 11 Summer 92 practice
 12 profiles 92-93
 13 Achievement Gain Data 92-93
 14 Parscore 3.50

15	Fall 93 evaluations
16	Summer 94
17	Summer 92 data
18	Summer 93 evaluation data
19	AES Data 92-93
20	Course Enrollment Data sp94
21	Summer 93 data
BOX D	Miscellaneous
1	Registration, Spring 95'
2	Ctrl F10
3	HCLS - Letters #1,2,3
4	Susan 4/19/95
5	Spring, Parscore
6	CEP Data
8	Sum, 95
9	ACS- J.S.A. 11/9/93
10	Course list template 4/95
11	CEP staff mtg 1995
12	Bev 1995. CEP I, IA revised
13	Susans disk for bev robinson memos, correspondence
14	Miscellaneous 4/92
15	Prime monthly FY 2-93
16	Keys - tist; No-numbers
17	Class course confirmations template
18	HCLS fall 92'
19	CEP budget FX 95-96 MASTER
20	CEP travel req.
21	Calendar Oct 1994
22	Bev - OGC
23	93-94 CEP misc
24	? - Project Department 3/92
25	FY 93-94 budget purchase orders
26	V.A. Malina-Wright t trustees highlights
27	Confirmations -
28	Fall 93' T.H cost analysis
29	93' Fall pers 3 #2
30	V.A. Malina-Wright ACS or HCLS file
31	Huna.ltr 10/4/94 hui holomua ltr
32	HCLS - FY 93-94
33	ACS 6/93 Fact sheets + schedule plans
34	Hawaiian culture lecture series shell letters

35	FY 94-95 mid year report
36	CEP staff mtgs 93-94
37	Sarah Nakoa 3/10/89
38	Sarah Nakoa 3/10/89 side b-1
39	KIS 1990
40	Blank
41	Data reports 2/95
42	Far verlie 3/24/96 spring 95 - pers 3'0
43	Ks CED goals
44	KS - CED goals 93'

Box 22 Restricted files - Confidential student records

Archives Statement. Because of the basic law and subsequent amendments and interpretations to the Family Educational Rights and Privacy Act (FERPA) first enacted in 1974, the contents of this box are restricted for use to only Kamehameha Schools statistical researchers as research data keeping in mind FERPA requirements. Hale 'O Ho'oponopono was an alternative education program run by Kamehameha Schools on the islands of Moloka'i and Hawai'i during the 1980's and 1990's. This program was closed by 1997. The Archivists

<http://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.html>

The following guidance provides eligible students with general information about the Family Educational Rights and Privacy Act (FERPA). This document is a compilation and update of various letters and guidance documents previously issued that respond to a variety of questions about FERPA. While this guidance reflects our best and most current interpretation of applicable FERPA requirements, it does not supersede the statute or regulations. We will attempt to update this document from time to time in response to questions and concerns.

FERPA is a Federal law that is administered by the Family Policy Compliance Office (Office) in the U.S. Department of Education (Department). 20 U.S.C. § 1232g; 34 CFR Part 99. FERPA applies to all educational agencies and institutions (e.g., schools) that receive funding under any program administered by the Department. Parochial and private schools at the elementary and secondary levels generally do not receive such funding and are, therefore, not subject to FERPA. Private postsecondary schools, however, generally do receive such funding and are subject to FERPA.

Once a student reaches 18 years of age or attends a postsecondary institution, he or she becomes an "eligible student," and all rights formerly given to parents under FERPA transfer to the student. The eligible student has the right to have access to his or her education records, the right to seek to have the records amended, the right to have control over the disclosure of personally identifiable information from the records (except in certain circumstances specified in the FERPA regulations, some of which are discussed below), and the right to file a complaint with the Department. The term "education records" is defined as those records that contain information directly related to a student and which are maintained by an educational agency or institution or by a party acting for the agency or institution.

FERPA generally prohibits the improper disclosure of personally identifiable information derived from education records. Thus, information that an official obtained through personal knowledge or observation, or has heard orally from others, is not protected under FERPA. This remains applicable even if education records exist which contain that information, unless the official had an official role in making a determination that generated a protected education record.

Under FERPA, a school is not generally required to maintain particular education records or education records that contain specific information. Rather, a school is required to provide certain privacy protections for those education records that it does maintain. Also, unless there is an outstanding request by an eligible student to inspect and review education records, FERPA permits the school to destroy such records without notice to the student.

Access to Education Records

Under FERPA, a school must provide an eligible student with an opportunity to inspect and review his or her education records within 45 days following its receipt of a request. A school is required to provide an eligible student with copies of education records, or make other arrangements, if a failure to do so would effectively prevent the student from obtaining access to the records. A case in point would be a situation in which the student does not live within commuting distance of the school.

A school is not generally required by FERPA to provide an eligible student with access to academic calendars, course syllabi, or general notices such as announcements of specific events or extra-curricular activities. That type of information is not generally directly related to an individual student and, therefore, does not meet the definition of an education record.

Under FERPA, a school is not required to provide information that is not maintained or to create education records in response to an eligible student's request. Accordingly, a school is not required to provide an eligible student with updates on his or her progress in a course (including grade reports) or in school unless such information already exists in the form of an education record.

To comply with a judicial order or lawfully issued subpoena;

Appropriate officials in cases of health and safety emergencies; and

State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

Box 23 VHS

Item	Description	Format
1	Captain Gordon Pi'ianiaia 2/10/95 1 of 2	Super HG VHSC
2	Captain Gordon Pi'ianiaia 2/10/95 2 of 2	Super HG VHSC
3	Alama'O Keola Fall '85 Camp Mokolēia	VHS
4	CEP AEP TTI '86	VHS
5	KITV Promo on Mālama o ke Ola w/Paula Akana 3/18/86	VHS
6	Aiea Guidance Spring '88 Makala o ke ola	VHS
7	Malama's workshops w/DOE	VHS
8	High School Nānākuli workshop w/ Mary Akimo and Alyssa Braffith	VHS
9	HMC Living Waterfront Lecture Series: Field Trip FISH MARKET AUCTION (20th Century Fishing-Louis Agard) 3/26/94	VHS
10	AEP Teacher Training 1990 Kahi Mohala Ropes Course	VHS
11	Malama '93, '92	VHS
12	Hale O Ho'oponopono E'ala & Film Clips AEP	VHS

Box 24 Alternative Education Photograph Albums

Folder	Description
24-1	Teacher Training Institute (TTI) Aug 22-24, 1990
24-2	Lanikuhonua Fall 1978, Spring 1979
24-3	Mālama o ke Ola
24-4	Mālama o ke Ola 1980-82
24-5	Mālama o ke Ola

- 24-6 Teachers Training Institute 1991 photograph album
- 24-7-1 Alternative Education workshop album part 1
- 24-7-2 Alternative Education workshop album part 2
- 24a Mālama o ke Ola - photograph album and photographs

Box 25 AEP Alternative Education Program

Folder	Date	Title or Description
1	1987-1988	AEP Annual Reports
2	1988-1989	AEP Annual Reports
3	1989-1990	AEP Annual Reports
4	1990-1991	AEP Annual Reports
5	1993-1994	AEP Goal Achievement
6	1991	AEP High School Student- Profile, IEP, Counseling Logs, Student Summary Data Sheet
7	1993	Mālama o Ke Ola- In-service Activities & Evaluations
8	1990-1994	AEP Activity Levels Student Data
9	1993-1994	Mālama o Ke Ola Intermediate Student Survey
10		Elem. Prevention Guidance Prog. Kahalu'u Elem- Parent/Student Data
11	1992-1993	Prevention Data
12	1993-1994	Prevention: NES Data
13	1991-1992	Prevention Data
14	1992-1993	Mālama Data
15	1991-1992	Mālama Data
16	1990-1991	Mālama Data
17	1991-1992	Mālama Long Data
18	1993	Mālama Long Data: Fall 1986
19	1992-1993	Community Education Division: Annual Reports
20	1992-1993	AEP Activity Level 1

21	1991- 1992	AEP Data
22	1992- 1993	AEP Data
23	1994- 1995	AEP Midyear Report

Box 26 AEP Alternative Education Program

Folder	Date	Title or Description
1	3/1/1993	Alternative Education Program (AEP) Organizational Charts
2	10/12/1982	AEP Action Plan
3		Alternative Education Committee
4	7/19/1983	Alternative Education Committee
5		Staff Profile and Development
6	10/13/1993	AEP's Response to Trustee's Questions
7		AEP Phase Out Plans
8	9/8/1988	AEP Beliefs
9	6/1/1991	AEP Oki Ceremony Programs
10	5/27/1905	Hale o Ho'oponopono
11	9/23/1991	Teacher Training
12	5/31/1989	Teacher Training
13	11/30/1983	Teacher Training
14	1989	Teacher Training
15	1985	Teacher Training
16	1983	Core Staff Meeting
17	1983	Core Staff Meeting
18	1980	Core Staff Meeting
19	1979	Core Staff Meeting
20	1978	General Staff Meeting
21	1980	General Staff Meeting
22	1980	General Staff Meeting
23	1981	General Staff Meeting
24	1982	General Staff Meeting
25	1983	General Staff Meeting
26	1983	General Staff Meeting
27	1981	Alienation Program Committee
28	1979	Camp Lanikuhonua Staff Meeting
29	1982	Camp Lanikuhonua Staff Meeting
30	1996	Mission statements

31	Program description and schedule
32	Letters to Malama o ke Ola
33	Articles regarding petition from Moloka'i to save Ka papa Honua o Keawanui
34	Hale o Ho'oponopono
35	Testimony to programs
36	Curriculum and evaluation syllabus
37	Proposal
38	Teacher Training Institute
39	Pacific Beach Hotel conference
40	Pacific Beach Hotel conference
41	Pacific Beach Hotel conference
42	Pacific Beach Hotel conference
43	Trustee Oswald Stender's address
44	HAAES Newsletter
45	HAAES
46	Hawai'iloa 1995 sail
47	Capital improvement plans
48	CIP for office trailer
49	CIP portable classroom
50	Keola canoe club, Honaunau
51	Hale o Ho'oponopono agreements
52	CIP Hale Ho'oka'ana
53	Hale Ho'oka'ana construction plans
54	Hale Ho'oka'ana construction plans
55	Hale Ho'oka'ana construction plans
56	Hale Ho'oka'ana construction plans
57	Hale Ho'oka'ana construction plans

Box 27 Audiotapes

1	<i>He Kalana Kākau Kī Hō'alu Helu 'Ekahi A Slack Key Notebook Number 1</i> by Ronald J.K. Loo
2	Wright Bowman Sr. 1-1-84 Nu'uuanu, O'ahu 10/28/84
3	Mrs. Leslie Cribley, Jan 10, 1997
4	Hawaiian Religion by John Charlot 10/11/79
5	Mrs. Bina Mossman Schuman 11/10/1996
6	Te Ara Reo Māori Unit 1.1 and 1.2 MIHI
7	Wally Lau 1 of 2

- 8 Wally Lau 2 of 2
- 9 Joe Ahue (1928) Interview by Sherlene Chun copy Aug. 1985
- 10 William C. Kea, KSB 1927. 8/23/1993 Interview with his wife and Dawn Farm Ramsey
- 11 Alt Education Core staff meeting tapes - 8
- 12 Alt Education meeting tapes - 9