

**7th Grade New Student Orientation Check-in & Ho'okipa at Keawe
Aukake 11, 2009**

Time	Activity	Kuleana	Staff Responsible
7:00	All student volunteers report to counseling center (name tag with name, teacher assignment, lunch 1 & 2, route A, B, or C)	Check-in and announcements	Tory Watanabe
7:00	Check-in begins at Keawe	4 tables for check-in according to last name alpha (A-J, K-M, N-Z) and forgotten schedule inside gym Distribute nametag (advisory, color-coded team name, table #, locker number) and SAB Have students sit in team sections	<u>Alpha Assignments:</u> A-J Monica & Ingrid K-M Trent & Kahea N-Z Corinne & Joy Forgotten Schedule- Kim Terai & Lynn Kaopuiki All other teachers to help direct students into gym and designated seating areas EAs monitor busses Student leaders: Kara Yoshida, Juliet Salsedo to float
7:25	Student volunteers report to Keawe	Slide show w/music All teachers to assist in welcoming 7 th grade students	All teachers
8:00	Ho'okipa	Hanohano Kapālama Pule Welcome & dismissal of teachers	Student volunteers to line up on 8 th grade side of gym & all teachers at mauka and makai end of gym Kara Yoshida Mrs. Ka'ai
8:10	Dismissal to advisories	Travel to advisories	Juliet Salsedo; student volunteers to escort
8:25	Advisory – Refer to Advisory Lesson Plans posted on SAC Blog		