



Daniel K. Inouye Elementary School

Transitions Conference

FIVE FOCUS AREAS FOR CHANGE

OUR TEAM



Kristin
Walje
Principal



Rachel
Swan
Transition
Coordinator/PCNC



Keagen
Royster
5th Grade
Team Leader



Brantley
Ramirez
5th Grade
Team Leader



Saniya
Schwartz
4th Grade
Team Leader

FIVE FOCUS AREAS FOR CHANGE

01

SUPPORT & VISION

02

INTERNAL COMMUNICATION PLAN

03

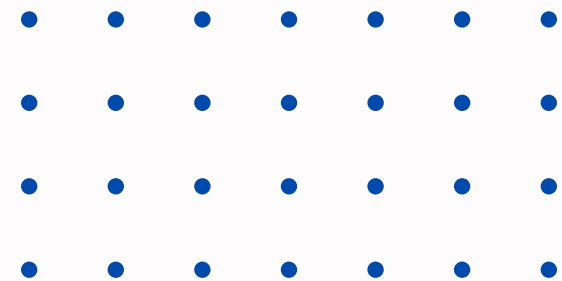
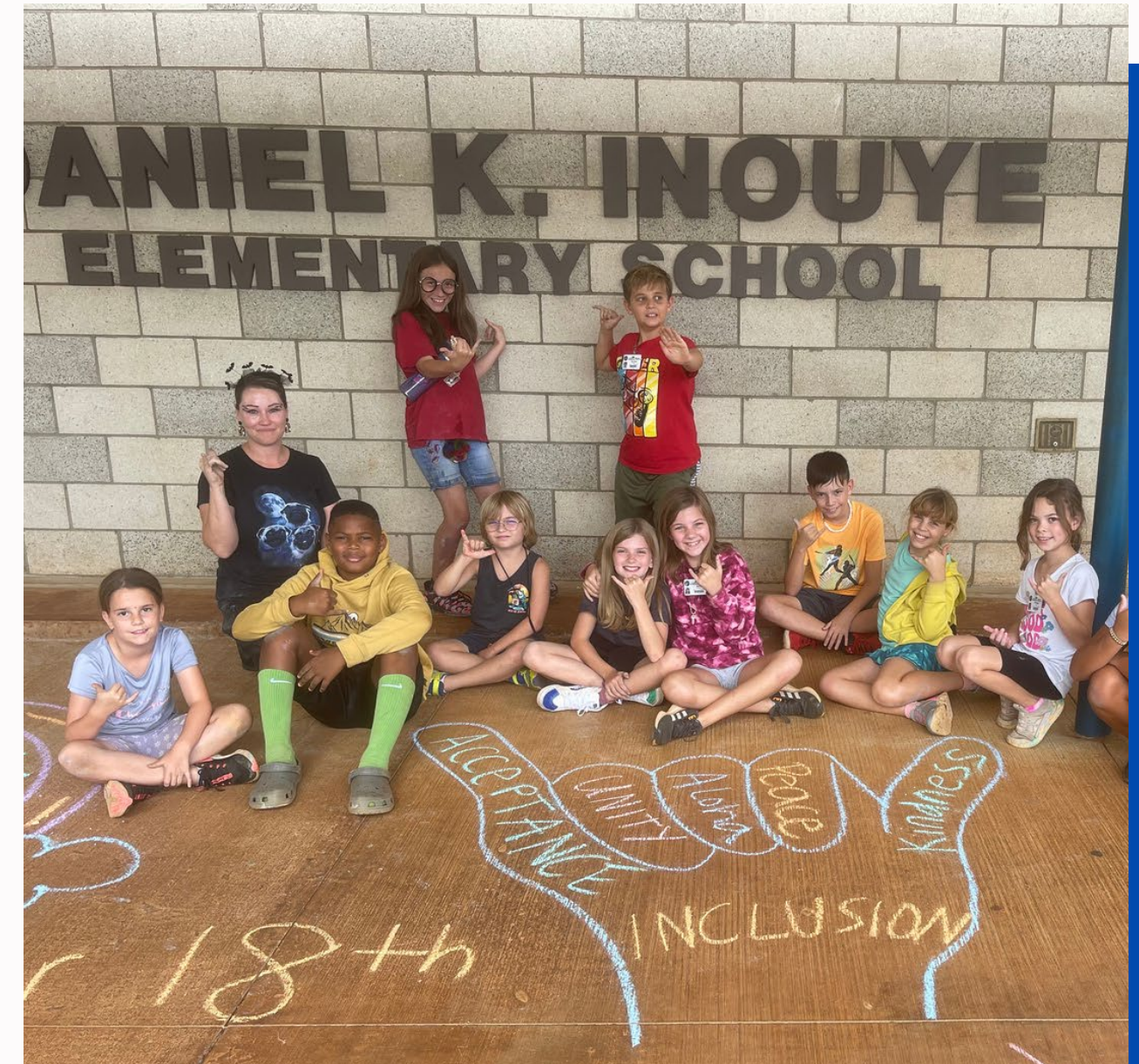
FAMILY FOCUSED TOURS

04

SMALL GROUPS

05

ACTIVITY GROUPS



01 SUPPORT & VISION

1 Set Vision & Goals

- Clarify the programs overall objectives and goals
- Brainstorm new ideas
- Set rough timelines

2 Gather Information

- History of school & program
- Site visits
- Transitions Meetings

3 Build Your Team

- Who is on the team?
- What is each person's role?
- How can they help?

4 Access to Information

- Infinite Campus



02 INTERNAL COMMUNICATION PLAN

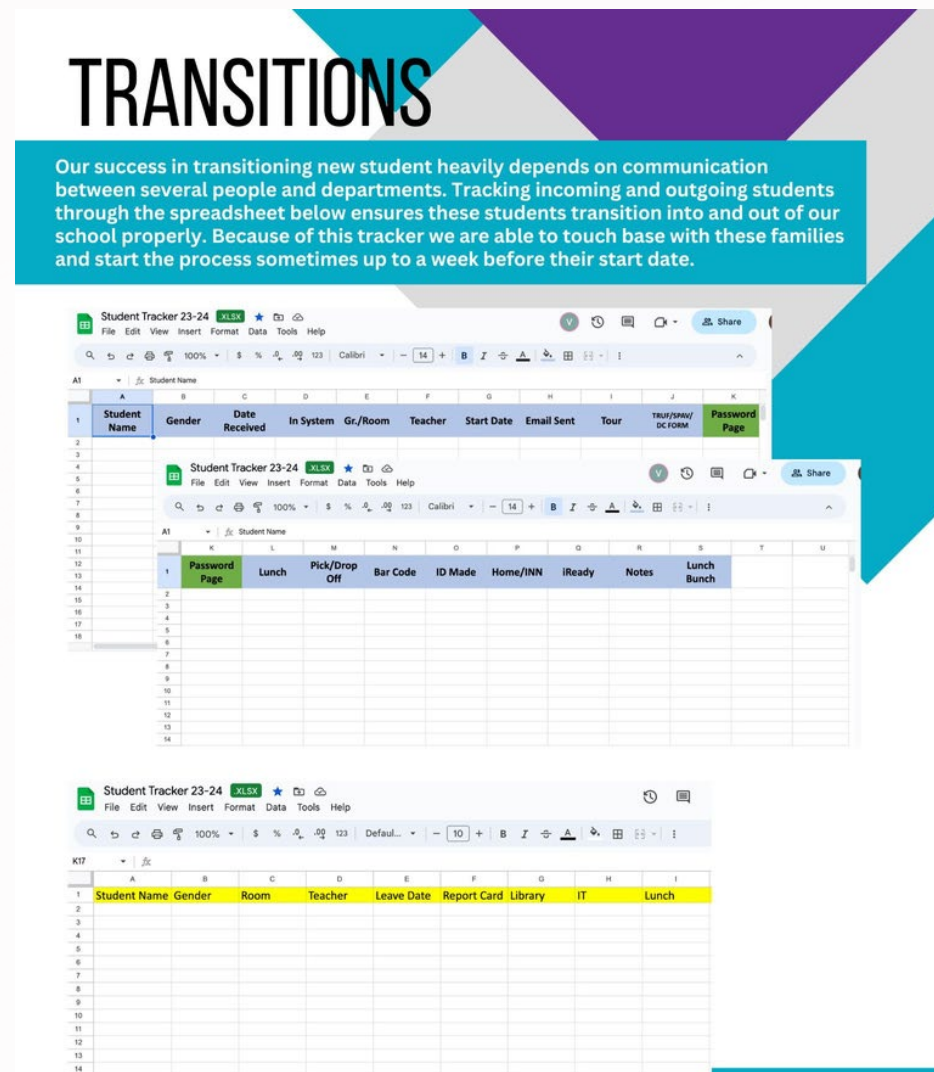
Step #1

Get to know your Registrar



Step #2

Create a shared document



Step #3

Send staff email



STUDENT TRACKER OUTGOING

Student Tracker 23-24 .XLSX

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A	B	C	D	E	F	G	H
Student Name	Leave Date	Gender	Grade/Room	Teacher	Library Books	Cert of Release/ Clearance Form	Emailed Team

fx

I	J	K	L	M
IEP/SPED/ 504 REPORTS	Packet Done	End Date?	Updated Ins & Out (after leave date)	PCS TO:

STAFF EMAIL



Valerie Torda

Apr 1, 2024, 9:57 AM (1 day ago)



to Heather, Megan, Jerica, Rachel, Michelle, Gregory ▾

Good Morning. I needed to notify you all that a new student will be starting on Ms. Young's class on Wednesday, April 3rd. His name is [REDACTED]



Tammy Canaday

Mon, Apr 1, 11:05 AM (23 hours ago)



to Fay, Megan, Rachel, Jerica, Michelle, Valerie, Regie, Kehauonalani ▾

Hi Team

[REDACTED] last day here at DKIES will be Friday, April 26, 2024.

Ms. Takeuchi ~ can we please get his signed report card before or by the morning of Friday, April 26, 2024?

Ms. Jerica ~ can I please get his F14 and med records?

Thank you!

03 FAMILY FOCUSED TOURS



STUDENT(S)

FAMILY

STAFF



STUDENT
FOCUSED

FAMILY
FOCUSED

- Who are they?
- How do I get to know them?
- How can I help?

04 SMALL GROUPS



Team Leaders & Crew
Who are our best
peer leaders?



Atmosphere
Best created space for
what we want to achieve.



All About You Page
How could we make
connections quickly?

WELCOME!



My name is Rachel Swan and I am your Transitions Coordinator. My family and I are stationed here at Schofield Barracks and went through the transition process at Daniel K. Inouye ourselves January of 2022 so I know how you may feel right now. I have two daughters attending DKIES, one in 5th grade and one in 1st grade, and have been volunteering at the school (YAY PTO!) since we moved here. Please reach out anytime if you have questions!

Call the Front Office @ 808.305.3400

Aloha

The DKIES Transition Center was founded in 2005 to help incoming families transition smoothly and successfully into school and onto the island. Since that time, our coordinators have welcomed thousands of students into our 'Ohana (family).

We know that PCS'ing to Hawaii comes with its unique challenges. The Transitions Center here at DKIES is located in the front Admin Office and is the ideal reference space for our new families. From education concerns to clarification on base policies, we are ready and willing to assist you.

I hope you have a wonderful summer and look forward to meeting you all in August!



05 ACTIVITY GROUPS



Helpful Lessons

Focused Time

Leadership Building

Thoughtful Connection



HEAR FROM OUR STUDENTS



Keagen
Royster

5th Grade
Team Leader



Brantley
Ramirez

5th Grade
Team Leader



Saniya
Schwartz

4th Grade
Team Leader



QUESTIONS?

RACHEL SWAN

 Rachel.Swan@k12.hi.us