




STATE OF HAWAII  
DEPARTMENT OF EDUCATION  
P.O. BOX 2360  
HONOLULU, HAWAII 96804

OFFICE OF CURRICULUM AND INSTRUCTIONAL DESIGN

August 15, 2018

TO: Complex Area Superintendents  
Middle and High School Principals  
Student Activities Coordinators

FROM: Donna Lum Kagawa   
Assistant Superintendent

SUBJECT: **Student Activities Coordinators Meeting**

The Office of Curriculum and Instructional Design will hold a Student Activities Coordinators (SAC) meeting on Monday, October 8, 2018. All secondary school SACs are invited to attend free of charge to review program goals and objectives, receive training on current leadership topics, share best practices, and discuss current issues and concerns.

Date	Time	Location	Parking
Monday, October 8, 2018	8:30 a.m. - 3:30 p.m.	Diamond Head Annex 475 22nd Avenue Honolulu, HI 96816	Free

Register for this optional activity at <https://tinyurl.com/HISAC2018> by Friday, September 7, 2018.

Substitute teacher costs or per diem will not be covered and no reimbursement will be made for any reason. However, air and ground transportation for neighbor island participants will be arranged and paid for by the program. Transportation will not be provided for Oahu participants.

Should you have any questions, please contact Ms. Tiffany Frias, Educational Specialist, at (808) 305-9774 or via email at [tfrias@hawaiiidoe.k12.hi.us](mailto:tfrias@hawaiiidoe.k12.hi.us).

DLK:tf

c: Superintendent  
Deputy Superintendent  
Assistant Superintendents