



STATE OF HAWAII
DEPARTMENT OF EDUCATION
McKINLEY COMMUNITY SCHOOL FOR ADULTS

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February 8, 2021

Memo To: Ms. Allicyn Tasaka, Executive Director
Workforce Development Council

From: Helen H. Sanpei, Principal
McKinley Community School for Adults

A handwritten signature in black ink, appearing to read "Helen H. Sanpei".

Subject: Workforce Development Council's Request for Update

As requested, here is a report update for McKinley Community School for Adults for periods November 2020 to February 2021 for the Workforce Development Council.

1. The COVID 19 health pandemic has led to a significant loss in revenue for the State of Hawaii (State) and to the Department of Education. To account for this revenue shortfall, the Superintendent has proposed a 10% budget cut to our State general fund. In response to this shortfall, McKinley Community School's Leadership Team has been working on identifying strategies to mitigate student learning and the school's capacity to deliver services considering the impacts of the current budget cut proposal.
2. The COVID 19 pandemic has also impacted our student enrollment during the 2020 Spring and Fall semesters, however, this 2021 Spring semester we are experiencing a slight increase in student enrollment. We offer a hybrid, in-person and online classes to our students.
3. To meet the needs of a wide range of learners and one that is easily adaptable to Career and Technical Education (CTE) and academy classes in the high schools, McKinley CSA designed a Career Foundations Program that is a "Career Ready" program with a framework built on soft skills. These soft skills are standards based and were developed by members of the Workforce and the Department of Education. The standardized lessons focus on Self-Compassion & Personal Growth, Connection & Teamwork, Critical Thinking & Problem Solving, and Customer Service. These soft skills are incorporated into a PBL (Project Based Lesson) and/or an IDP (Individual Development Plan). These PBL projects are developed based on real world challenges and problems. Students collaborate with one

another to develop strategic solutions. As a team, students learn as a result of the journey together. The IDP (Individual Development Plan) is a tool used to assist employees in both personal and career development. It supports short and long term goals and improves current job performance.

The project culminates with Career presentations. Students present their projects and mock interviews in groups and individually prepare themselves for public speaking. These skills translate to self-confidence, lead to successful job interviews, and impact career advancement. This certificate program was designed to meet the needs of a wide range of learners and is easily adaptable to CTE and academy classes in the high schools. We are currently collaborating with a few high schools and hope to partner with additional organizations in the near future . (See attached "MCSA Career Foundations Program Visual").

4. Professional Development training for our McKinley Campus teachers were held on January 20, 2021 with ELA **Standout** author Ron Jenkins who reinforced with our ELA teachers the importance of essential skills necessary for all successful English language instructor. Such skills include practical suggestions to improve instruction, commitment, student support, and available ELA teacher resources. Both McKinley and Waipahu CSAs are working collaboratively with Dan Miyamoto to plan professional development training for this school year.

Should you need additional information, please feel free to contact me. See you soon.

MCSA CAREER FOUNDATIONS PROGRAM VISUAL

SOFT SKILLS "ESSENTIAL" STANDARDS

Self-Compassion
& Personal
Growth Lessons

Connection &
Teamwork
Lessons

Critical Thinking
& Problem
Solving Lessons

Customer
Service Lessons

CONNECT



INCORPORATE



APPLY

PBL
Career Project
Problem Solving
Group Project &
Presentation

(Either/Both)

IDP/IEP
Career Skills
Workplace Environment
Final Meeting w/ Mentor

REAL WORLD

Career
Presentation
Mock Interview
Reverse Job
Fair

HANDS-ON

