



# Learning Center Application

www.menemac.com

This application is Due by **March 1, 2024**

APPLICANT'S NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PARENT'S EMAIL: \_\_\_\_\_

HOME PHONE NUMBER: \_\_\_\_\_ CURRENT GRADE: \_\_\_\_\_

HOME SCHOOL (DISTRICT): \_\_\_\_\_ G.E? Yes \_\_\_\_ No \_\_\_\_

PARENT/GUARDIAN'S NAME: \_\_\_\_\_

PARENT/GUARDIAN'S OCCUPATION \_\_\_\_\_ DAY PHONE: \_\_\_\_\_

<i>I would like to enroll in the following course of study (check one)</i>	
	<b>Grade 9 entry:</b> Media Arts, and Communications Integrated Core Program (all 4 courses required) · Foundation of Media · Language Arts I · Civics/Modern History of Hawaii · Science
	<b>Grades 10-12 entry:</b> Broadcast Media
	<b>Grades 10-12 entry:</b> Video/Film Production

Please attach the following **required** information to complete this application:

1. A copy of your **CURRENT REPORT CARD**
2. **ONE LETTER OF RECOMMENDATION** from teachers, counselors, school administrators, or community members, especially in relationship to the learning center
3. **APPLICANT ESSAY**, which should include:
  - a. Why you would like to enroll in the Media Communications Learning Center Program
  - b. What you will contribute as a Learning Center participant
  - c. What you would like to accomplish by becoming a Learner Center Participant
  - d. Any previous experience you have had in media and communications

When this application is received with the completed information and the above attached requirements, a MeneMAC representative will contact the applicant. Proposed applicants will be invited to attend an informational meeting about the MeneMAC LC, with a parent/guardian. If the incoming student would like a geographic exception he/she must also submit a geographic exception form to the Moanalua High School front office by **March 1, 2024**. At a later time, administrative staff at Moanalua and the applicant's home school will evaluate the geographic exception application and will inform the applicant as to his/her acceptance or denial.

After being accepted into the Learning Center, students may submit a media project. Although optional, the media project will help to determine placement levels within the MeneMAC LC. This is a project-based program, so students will be encouraged to submit an example of a project they completed within the last year. It may be in the form of a video, web page, or some other media based project. Your video may be uploaded to Youtube. Send the link to: [Austin.Zavala@k12.hi.us](mailto:Austin.Zavala@k12.hi.us)

*Learning Centers have been designed to expand educational opportunities for students with special talents and interests, provide public school parents with new choices on the kinds and quality of education they want for their children, and serve as models of educational excellence in the community. Learning Centers can stimulate and bring together students, parents, staff, and principals around a common theme.*

The Learning Center coordinator **is not** responsible for issues dealing with the actual **G.E applications**. Please call the administration office for questions regarding geographic exceptions 305-1000. If you have any questions or would like more information regarding Mene MAC, please call us at 305-1000 or visit our web-site: **[www.menemac.com](http://www.menemac.com)**

## Annual Notice of Non-Discrimination and Anti-Harassment Statement

The Hawaii State Department of Education (HIDOE) does not discriminate on the basis of race, sex, age, color, national origin, religion, or disability. This requirement extends to all of HIDOE's programs and activities, including employment and admissions as applicable.

For the HIDOE high schools that offer Career and Technical Education (CTE) Programs of Study in arts and communications, business, health services, industrial and engineering technology, natural resources, and public and human services, there are no admission criteria. HIDOE high schools will take steps to assure that the lack of English language skills will not be a barrier to admission and participation in CTE programs and will provide equal access to designated youth groups.

In addition, the HIDOE does not tolerate acts of harassment on the basis of race, sex, age, color, national origin, religion, or disability. Any student who believes that he or she has been subjected to harassment on the basis of race, sex, age, color, national origin, religion, or disability, is encouraged to report such harassment. Students and parents may report allegations of discrimination or harassment to the school's administrator or to the HIDOE's Civil Rights Compliance Office at the address listed below.

HIDOE is committed to conducting a prompt investigation. Support, including counseling and educational resources, will be available to students who are harassed, as well as to students found to have engaged in acts of harassment on the basis of race, sex, age, color, national origin, religion, or disability. Students found to have engaged in harassment may be disciplined, up to and including suspension or expulsion, if circumstances warrant. Students, parents, and HIDOE staff should work together to prevent harassment on the basis of race, sex, age, color, national origin, religion, or disability.

HIDOE will not tolerate retaliation for reporting discrimination and/or harassment on the basis of race, sex, age, color, national origin, religion, or disability, and will take steps to protect those who wish to report the harassment.

Please direct inquiries regarding HIDOE nondiscrimination policies to:

Section ADA/504 inquiries

Krysti Sukita, ADA/504 Specialist  
Civil Rights Compliance Office Hawaii State  
Department of Education P.O. Box  
2360  
Honolulu, Hawaii 96804  
(808) 586-3322 or relay  
crco@notes.k12.hi.us

Title VI, Title IX, and other inquiries

Anne Marie Puglisi, Director  
Civil Rights Compliance Office Hawaii  
State Department of Education P.O.  
Box 2360  
Honolulu, Hawaii 96804  
(808) 586-3322 or relay  
crco@notes.k12.hi.us

Inquiries concerning discrimination and/or harassment may also be referred to the Office for Civil Rights, United States Department of Education.

CRCO (3-29-18)

Continuous Notice of Non-Discrimination

The Hawaii State Department of Education (HIDOE) and its schools do not discriminate on the basis of race, sex, age, color, national origin, religion, or disability in its programs and activities. Please direct inquiries regarding HIDOE nondiscrimination policies as follows:

ADA/Section 504 Specialist

Kristi Sukita, ADA /504 Specialist

Title VI, Title IX, & other inquiries

Anne Marie Puglisi, Director

Civil Rights Compliance Office  
Hawaii State Department of Education  
P.O. Box 2360  
Honolulu, Hawaii 96804  
(808) 586-3322 or email:  
[crco@notes.k12.hi.us](mailto:crco@notes.k12.hi.us)

### Complex Area Equity Specialist

You may contact the Complex Area Equity Specialist with questions or concerns relating to non-discrimination and anti-harassment at your school.

The Complex Area Equity Specialist for the Aiea-Moanalua-Radford Complex is:

[Christina Simpson](#)  
Equity Specialist (Aiea-Moanalua-Radford Complex)  
HIDOE Civil Rights Compliance Office

Mailing Address:  
c/o Aiea High School  
CASO Q5  
98-1276 Ulune St.  
Aiea, HI 96701

Phone number: (808) 797-7685  
Email: [christina\\_simpson@notes.k12.hi.us](mailto:christina_simpson@notes.k12.hi.us)

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If you have difficulty understanding English, you have the right to receive language assistance at no cost to you. Please leave your contact information and someone from the school will contact you for more information.

NAME: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

(Traditional Chinese / 繁體中文)

如果您理解英語有困難，您有權得到免費的語言幫助。請聯繫您的學校校長以獲得更多信息。(Simplified Chinese / 简体中文) 如果您理解英语有困难，您有权得到免费的语言帮助。请联系您的学校校长以获得更多信息。(Japanese / 日本語)

英語の理解に困難を覚える方は、無料で言語支援を受ける権利があります。詳細につきましては学校長にお問合わせください。(Hawaiian / 'Ōlelo Hawai'i) Ina pilikia oe i ka hoomaopopo i ka olelo Pelekania, he kuleana no kou e lawelaweia oe i ke kokua olelo me ka

uku ole. E hui kuka me ke poo kumu o kou kula no kekahi ike hou aku. (Korean / 한국어) 영어를 이해하는데 어려움이 있는 경우, 무료로 통역 지원을 받을 권리가 있습니다.

더 자세한 정보는 학교장에게 연락하십시오. (Chuukese / Kapasen Chuuk) Ika epwe weires ngonuk omw weweiti fóós un Merika, mi wor omw pwúúng omw kopwe angei aninnisin aweween fóós esapw kame. Kose mochen kékkéeri ewe meinapen ewe sukkun (Principal) ren tichikin pworausán. (Ilokano / Ilokano) Nu narigat mo a maawatan ti Ingles, karbengam nga umawat ti tulong ti lenggwahe ket awan bayad na dayta a serbisyo. Para ti kanayonan nga impormasyon, mabalin a kontakem ti prinsipal ti eskwelaan yo maipanggep iti dayta a serbisyo. (Samoan / Gagana Samoa) Afai e faigatā ona ē malamalama i le Igilisi, e i ai lau aiā e maua ai le fesoasoani tau gagana e aunoa ma se tupe e te totogi ina. Fa'amolemole fa'afeso'ota'i le pule o lau aoga mo nisi fa'amatalaga. (Tongan / Lea faka-Tonga) Kapau 'oku faingata'a ke mahino kiate koe 'a e lea faka-Papalangi, 'oku 'i ai ho'o totonu ke ke ma'u ha tokoni fakatonulea 'ikai totongi. Katakai 'o fetu'utaki ki he puleako ki ha toe fakaikiiki ange. (Tagalog / Tagalog) Kung nahihirapan kang intindihin ang Ingles, karapatan mong makatanggap ng tulong para sa lenggwahe at libre ang serbisyong ito. Para sa karagdagang impormasyon, maari mong kontakin ang prinsipal ng iyong paaralan tungkol sa serbisyong ito. (Cebuano / Sugboanon) Kon kamo adunay kalisud sa pagsabut sa Iningles, naa moy katungod sa pagdawat sa tabang sa pinulongan nga walay gasto kaninyo. Palihog kontaka ang prinsipal sa inyong eskwelahan alang sa dugang nga impormasyon. (Vietnamese / Tiếng Việt) Nếu quý vị thấy khó khăn trong việc hiểu tiếng Anh, quý vị có quyền nhận được sự hỗ trợ ngôn ngữ miễn phí. Vui lòng liên hệ hiệu trưởng của trường quý vị để biết thêm thông tin. (Spanish / Español) Si tiene dificultad para entender Inglés, tiene derecho a recibir asistencia lingüística sin costo alguno para usted. Comuníquese con el director de su escuela para obtener más información. (Marshallese / Kajin Majôl) Elaññe ejabwe am melele kajin Pälle, ewōr am jimwe ñan jibañ ko ikijien ukok ilo ejelok wōnen. Jouj im kōjjelāik lok principle eo an jikuul eo am ñan melele ko rellap lok.