

Parent/Guardian Agreement to Participate in Project Ho‘oku‘i IV: ‘Ohana Lōkahi

Aloha! My name is Lisa Uyehara, Principal Investigator of Project Ho‘oku‘i IV: ‘Ohana Lōkahi. My Co-Principal Investigators are Kiriko Takahashi and Kaveh Abhari. We work at the University of Hawai‘i at Mānoa, in the College of Education, Center on Disability Studies (UH).

Because you are a parent or guardian of a student in a participating school we are asking you to join our project. The purpose of the project is to help more Native Hawaiians enter college or other postsecondary education programs and to create a college-bound culture within the Native Hawaiian community. We will provide academic support through tutoring, and personal support through mentoring to participating students. There will be about 8 students and parents from your son/daughter’s school participating.

We have a parent/‘ohana component of the project we hope you will agree to participate in by completing and returning the agreement form on Page 5.

Agreeing to participate in Ho‘oku‘i is your choice.

You can choose to take part or not to take part in this project. You can change your mind about participating at any time. If you stop being in the project, there will be no penalty to you or your child.

Note: Should you choose to participate and agree to have your child participate you will both be eligible for participation until your child graduates from high school or through August of 2023, whichever is sooner.

What would my parent participation look like?

As a participating Ho‘oku‘i parent, you will be asked to do the following. Ho‘oku‘i will loan you a smart tablet to help you participate in the online components of the project.

1. Participate in up to 6 meetings a semester, typically during the months of Sep/Oct/Nov and Feb/Mar/Apr (2 meetings a month with a common focus, online until further notice). Each meeting will be about 1 hour long and include other parents and ‘ohana members from your child’s school who are participating in this project. Staff from Ho‘oku‘i will facilitate each meeting by providing information on different topics related to supporting your child’s transition to college and career. You and your child will participate in one monthly meeting together. You will also attend a separate meeting for just parents and project staff during the month. There will be a total of 2 meetings per month or 2 hours of meeting time. There will be preparation videos to watch, and activities to complete between meetings which we will make available to you online ahead of time.
2. In addition to participating in the parent meetings described above, each month we will ask you to participate in an online virtual community we have established specifically for parents participating in this project, as a way of continuing the discussions from the group meetings. Ho‘oku‘i staff will provide guidance on how to participate in the online community, which will typically entail posting (sharing your mana‘o) and responding to other parent posts.

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3. The third way we will ask you to participate will allow us to learn about you and obtain your feedback about the project. To achieve this, each semester we will ask you to complete 2 surveys and may invite you to participate in parent listening sessions or other group meet ups that will allow us to learn and hear from you and other parents.

What are the possible benefits and compensation¹ for participating?

1. Receive a training stipend of up to \$140.00 per semester, per family, for participating in the group parent and parent/child meetings (1 stipend per family per semester). Please note that your child’s participation will be required in order to receive this particular stipend.
2. Receive a training stipend of up to \$60.00 per semester, per family, for participating in the online virtual community established specifically for parents across the state who are participating in this project (1 stipend per family per semester).
3. Receive up to \$50.00 per semester, per family, for participating in the parent/‘ohana surveys and other feedback activities Ho‘oku‘i has planned that semester (2 per family at \$25.00 per person per semester – must be adults 18 years old or older).

The above possible benefits per semester relate to the 3 participation components described on Page 1 of this agreement form.

Below are additional possible benefits of being a participating Ho‘oku‘i parent.

- Gain knowledge and skills to use in support of your keiki as they transition to college and career.
- Contribute to building a stronger school community.
- If you are selected as a “lead parent” you will be provided the opportunity to take a college course which will be funded by a Project Ho‘oku‘i Parent Scholarship. This will include the cost of tuition, and required books, and actual out of pocket costs for transportation (either a bus pass or gas mileage of up to \$250.00 per semester).

What are the possible risks of taking part in this project?

There is little or no direct risk to you for participating in this project; although there may be some risk of loss of privacy due to participation in the group sessions. By agreeing to participate in Ho‘oku‘i, you are not waiving any legal claims, rights, or remedies.

You may feel discomfort (e.g., stress and frustration) about answering questions, discussing your experiences, learning new content, or otherwise feel self-conscious while participating.

You may feel burdened by the required paperwork. To reduce these risks:

- We will use precaution in the use of stressful or emotional material.

¹ Compensation is dependent on the timeliness of participation, completion of assignments, and will require completion of a UH WH-1 form.

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- Participation in this project is voluntary – you are free to stop participating in this project at any time without penalty.

If you have questions or feel uncomfortable about agreeing to participate, we encourage you to discuss your concerns with Ho‘oku‘i project staff.

What additional information should I keep in mind regarding my participation?

Privacy and Confidentiality

Any information obtained in connection with this project that may identify you will remain confidential. Information will only be shared with your permission or as required by law. All information we collect will be kept in a safe place (hard copy – locked file cabinets; electronic data – behind password protected, UH secured firewalled online storage). Before being stored, all information will be coded so that it cannot be associated with any individual’s name. A master sheet, which includes names and your identification number, will be kept in a separate locked file away from the data. When we report the results of this project, your name will not be used. We will not use any other personal identifying information. We will use pseudonyms (fictitious name) and report findings in a way that protects your privacy and confidentiality to the extent allowed by law. Only project staff will have access to the hard copy and electronic files. This will include UH personnel including Lisa Uyehara, Kiriko Takahashi, Tammy Tom, and Naomi Rombaoa Tanaka, and external evaluators Kelly Roberts and Ronda Jenson.

Photo/video release

As part of the conduct of the project, photos and video recordings may occur. At the end of this agreement form, you are asked to give your permission for both. Your permission for photo or video recording will not affect your participation. If you choose to participate, but do not give permission for photo or video recording, the project team will assure your image and voice are not included in any photos or videos.

Questions?

If you have any questions about this project, please feel free to discuss your questions with our project staff, email me at uyeharal@hawaii.edu, or call me at (808) 956-5680.

How do I let you know I would like to participate?

If you agree to participate in this project, please complete, sign, and date the signature page located on Page 5 and leave it with the person who gave it to you or mail it to:

University of Hawai‘i at Mānoa, CDS
Attention: Lisa Uyehara, Project Ho‘oku‘i IV: ‘Ohana Lōkahi
1410 Lower Campus Road, Bldg. 171F
Honolulu, HI 96822

Please keep a copy of this agreement for your records and reference (Pages 1-4).

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Sample Signature Page (take this and the previous pages with you – for your own records)

1. Agreement to participate (check one of the boxes, complete the table, sign and date).

- I agree to join the project entitled, Project Ho‘oku‘i IV: ‘Ohana Lōkahi.
- I do NOT agree to join the project entitled, Project Ho‘oku‘i IV: ‘Ohana Lōkahi.

I understand that I can change my mind about being in the project at any time.

Write in the name of your child who is participating in Ho‘oku‘i, their school, and their grade level. Write your name and provide contact information where you can easily be reached. Sign your name and write in the date you signed.

Child’s name (participating in Ho‘oku‘i)	
Child’s school:	
Child’s current Grade Level:	
Your Name (Print):	
Your email address:	
Your phone number:	
Your Signature:	
Today’s Date:	

2. Permission for photography and video recording

I hereby grant permission to the Project Ho‘oku‘i IV: ‘Ohana Lōkahi to use my photograph/likeness/video footage on the Web or in printed form for promotional and educational purposes, and I acknowledge the Project’s right to crop or treat the photograph at its discretion. I also acknowledge that the Project may choose not to use my photo at this time, but may do so at its own discretion at a later date. I acknowledge that I understand copyright belongs to the University of Hawai‘i at Mānoa, College of Education, Center on Disability Studies.

- I give permission for Project Ho‘oku‘i IV: ‘Ohana Lōkahi to use my photograph/likeness/video footage on the Web or in printed form for promotional and educational purposes.

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- I do NOT give permission for Project Ho‘oku‘i IV: ‘Ohana Lōkahi to use my photograph/likeness/video footage on the Web or in printed form for promotional and educational purposes.

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Signature Page (return this page to Ho‘oku‘i project staff)

1. Agreement to participate (check one of the boxes, complete the table, sign and date).

- I agree to join the project entitled, Project Ho‘oku‘i IV: ‘Ohana Lōkahi.
- I do NOT agree to join the project entitled, Project Ho‘oku‘i IV: ‘Ohana Lōkahi.

I understand that I can change my mind about being in the project at any time.

Write in the name of your child who is participating in Ho‘oku‘i, their school, and their grade level. Write your name and provide contact information where you can easily be reached. Sign your name and write in the date you signed.

Child’s name (participating in Ho‘oku‘i)	
Child’s school:	
Child’s current Grade Level:	
Your Name (Print):	
Your email address:	
Your phone number:	
Your Signature:	
Today’s Date:	

2. Permission for photography and video recording (check one of the boxes)

I hereby grant permission to the Project Ho‘oku‘i IV: ‘Ohana Lōkahi to use my photograph/likeness/video footage on the Web or in printed form for promotional and educational purposes, and I acknowledge the Project’s right to crop or treat the photograph at its discretion. I also acknowledge that the Project may choose not to use my photo at this time, but may do so at its own discretion at a later date. I acknowledge that I understand copyright belongs to the University of Hawai‘i at Mānoa, College of Education, Center on Disability Studies.

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