



STATE OF HAWAII
BOARD OF EDUCATION
P.O. BOX 2380
HONOLULU, HAWAII 96804

March 17, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education

FROM: Stephen Schatz, Board of Education Designee
Sean Bacon, Board of Education Designee *[Handwritten signatures]*

SUBJECT: **Approval of Hilo High School's School Community Council (SCC) Waiver
Regarding School Schedules**

1. RECOMMENDATION

That the Board of Education (BOE) approves Hilo High School's SCC Waiver Request allowing the school to implement a rotating Friday bell schedule that includes 1,662 minutes of student learning on one week and 1,638 minutes of learning on the following week, which over a two-week cycle, meet the statutory requirement of a minimum of 1,650 weekly minutes.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

Section 302A-1124 to 1127, Hawaii Revised Statutes (HRS), authorizes schools to request waivers from existing state agency rules, policies, regulations, and procedures as well as exceptions to collective bargaining agreements as negotiated in accordance with current collective bargaining agreements and the provisions of Chapter 89, HRS.

b. Previous action of the Board on the same or similar matter

None.

AN AFFIRMATIVE ACTION AND EQUAL OPPORTUNITY EMPLOYER

c. Other policies affected

Hawaii Revised Statutes 302A-251 (Act 167) – Student Learning Time.

Article VI, Teaching Conditions and Hours; Section CC, Work Time Distribution, Weekly Totals Within the 7-Hour Day, 5-Day Week.

d. Arguments in support of the recommendation

Hilo High School has requested approval to implement a bell schedule that includes 1,662 minutes of student learning on one week and 1,638 minutes of learning on the following week, which over a two-week cycle, meet the statutory requirement of a minimum of 1,650 weekly minutes.

Also, approval is requested to implement 1,369 teacher instruction minutes on one week and 1,285 teacher instruction minutes the following week, which over a two-week cycle, meet the contractual obligations for teacher instructional minutes.

The request is supported by the following arguments:

- The proposed rotating bell schedule will support student success because it will allow all students to have equal access to the instructional cycle. This means instructional minutes for all periods are consistent, reducing the opportunity for some students to fall behind.
- Evidence supporting student outcomes include: 1) walk through and EES data; 2) Academic Review Team process; 3) focus school implementation; 4) graduation rate; 5) math and reading SGP; 6) SQS; and 7) Tripod Student Survey.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (February 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (March 5, 2015) have all agreed to this request.

g. Other agencies or departments of the State of Hawaii involved in the action

None.

- h. Possible reaction of the public, professional organizations, unions, DOE staff and/or others to the recommendations

Positive.

- i. Educational implications

As stated in the school's SCC exception request.

- j. Personnel implications

None.

- k. Facilities implications

None.

- l. Financial implications

None.

5. OTHER SUPPLEMENTARY RECOMMENDATIONS

None.

SS/SB:DM:la

Attachments

- c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

| | | | | | |
|--------|---|------------------------------------|---|--------------|-----------------------------------|
| School | <input type="text" value="Hilo High School"/> | Complex | <input type="text" value="Hilo Waiakea"/> | Complex Area | <input type="text" value="Hilo"/> |
| Type | <input checked="" type="radio"/> New | Strive HI Classification (SY14-15) | <input type="text" value="Focus"/> | | |
| | <input type="radio"/> Renewal | | | | |

Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- School Schedule - HRS 302A-251: Minimum student learning time
- School Schedule - CBA Article VI, D, 1: Regular Work Day
- School Schedule - CBA Article VI, E: Consecutive Instructional Time
- School Schedule - CBA Article VI, X, 3: Length of Preparation Period
- School Schedule - CBA Article VI, Y: Duty Free Lunch Period
- School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week
- Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences
- Attendance Procedures - DOE School Attendance Procedures, Revised August 2001
- Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation
- Other

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

| | | | | | |
|------|----------------------|--------------|---------------|---------|-------------------------------------|
| Date | <input type="text"/> | Meeting Type | Online Survey | Outcome | Open from 11/6-18, provide input |
| Date | <input type="text"/> | Meeting Type | B5 | Outcome | 11/9 - Review of online surveys |
| Date | <input type="text"/> | Meeting Type | EC Meeting | Outcome | 11/19 - Options shared with DH |
| Date | <input type="text"/> | Meeting Type | Faculty Mtg | Outcome | 11/21 - Schedule options discussed |
| Date | <input type="text"/> | Meeting Type | DH/Dept | Outcome | 11/24 - Dpt Discussions on Bell Sch |
| Date | <input type="text"/> | Meeting Type | Vote | Outcome | 11/25 - Non-Cons, put to 66-2/3rd |
| Date | <input type="text"/> | Meeting Type | Vote | Outcome | 12/1 - 66-2/3rd vote - Not met |
| Date | <input type="text"/> | Meeting Type | Faculty Mtg | Outcome | 12/10 - Options Discussed |
| Date | <input type="text"/> | Meeting Type | SCC Meeting | Outcome | 12/1 & 1/26 - Shareout |
| Date | <input type="text"/> | Meeting Type | Faculty | Outcome | 1/28 - Faculty Meeting |
| Date | <input type="text"/> | Meeting Type | Faculty VOTE | Outcome | 1/30, 2/2 (consensus), 2/3 (66-2/3) |
| Date | <input type="text"/> | Meeting Type | SCC Meeting | Outcome | 2/3 - Waiver Request |

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)

The proposed student learning time is based on a rotating Friday schedule. This means on odd period Fridays (period 1,3,5,7) student learning time equals 1662 or 12 minutes above the statutory requirements of 1650. Similarly, on even period Fridays (period 2,4,6) student learning time equals 1638 or 12 minutes below the statutory requirements. When calculating the average between the two Fridays, it complies with the statutory requirements of 1650.

Why is the school not able to, or requesting not to, meet the statutory requirements?

Hilo High School is requesting to not meet the statutory requirements because we are proposing a rotating Friday bell schedule.

How will time be better used to support student success?

The proposed rotating bell schedule will support student success because it will allow all students to have equal access to the instructional cycle. This means instructional minutes for all periods are consistent, reducing the opportunity for some students to fall behind because of

What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?

Evidence supporting student outcomes despite not meeting the minimum learning requirements on even Friday weeks include; (a) walk through and EES data, (b) Academic Review Team process, (c) Focus school implementation, (d) Graduation Rate, (e) Math and Reading SGP, (f) SQS, and (g) Tripod Student Survey.

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

N/A not renewing, proposing a new schedule

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST:
How does the proposed schedule differ from contractual obligations?

Hilo High school's proposed schedule differs from the contractual obligation in the following ways: Odd rotating Friday schedule (periods 1, 3, 5, and 7), which equals 1369 minutes is 84 minutes over the contractual amount of 1285. Even rotating Friday schedule (periods 2, 4, and 6), which equals 1201, is 84 minutes below the contractual amount.

Why is the school not able to, or requesting not to, meet the contractual obligations?

Hilo High School is requesting to not meet the contractual obligation because we are proposing a rotating Friday bell schedule.

How will time be better used to support student and educator success?

The proposed rotating bell schedule will support student success because it will allow all students to have equal access to the instructional cycle. This means instructional minutes for all periods are consistent, reducing the opportunity for some students to fall behind because of holidays/school closure. Inclusive to this proposal is the effort to improve teacher success by +

(If renewal) What evidence exists to demonstrate the positive impact of the previously approved request?

N/A not renewing, proposing a new schedule

Draft Rotating Friday

Hilo High School
Bell Schedule 15-16 SY

| Monday | | Tuesday | | Wednesday | | Thursday | | Friday.1357 | | Friday.246 | |
|-------------|------------|-------------|----------|-------------|------------|-------------|----------|-------------|----------|-------------|------------|
| 8:00-8:05 | Opening | 8:00-8:05 | Opening | 8:00-8:05 | Opening | 8:00-8:05 | Opening | 8:00-8:05 | Opening | 8:00-8:05 | Opening |
| 8:05-8:10 | Bulletin | 8:05-8:10 | Bulletin | 8:05-8:10 | Bulletin | 8:05-8:10 | Bulletin | 8:05-8:10 | Bulletin | 8:05-8:10 | Bulletin |
| 8:10-9:34 | 2 | 8:10-9:34 | 1 | 8:10-9:34 | 2 | 8:10-9:34 | 1 | 8:10-9:34 | 1 | 8:10-9:34 | 2 |
| 9:34-9:49 | Recess | 9:34-9:40 | Passing | 9:34-9:49 | Recess | 9:34-9:40 | Passing | 9:34-9:40 | Passing | 9:34-9:49 | Recess |
| 9:49-9:55 | Passing | 9:40-11:04 | 3 | 9:49-9:55 | Passing | 9:40-11:04 | 3 | 9:40-11:04 | 3 | 9:49-9:55 | Passing |
| 9:55-10:20 | Advisory | 11:04-11:34 | Lunch | 9:55-11:19 | 4 | 11:04-11:34 | Lunch | 11:04-11:34 | Lunch | 9:55-11:19 | 4 |
| 10:20-10:26 | Passing | 11:34-11:40 | Passing | 11:19-11:49 | Lunch | 11:34-11:40 | Passing | 11:34-11:40 | Passing | 11:19-11:49 | Lunch |
| 10:26-11:50 | 4 | 11:40-1:04 | 5 | 11:49-11:55 | Passing | 11:40-1:04 | 5 | 11:40-1:04 | 5 | 11:49-11:55 | Passing |
| 11:50-12:20 | Lunch | 1:04-1:19 | Recess | 11:55-1:19 | 6 | 1:04-1:19 | Recess | 1:04-1:19 | Recess | 11:55-1:19 | 6 |
| 12:20-12:26 | Passing | 1:19-1:25 | Passing | 1:19-1:44 | Study Hall | 1:19-1:25 | Passing | 1:19-1:25 | Passing | 1:19-2:19 | Study Hall |
| 12:26-1:50 | 6 | 1:25-2:49 | 7 | 1:44-1:49 | Closing | 1:25-2:49 | 7 | 1:25-2:49 | 7 | 2:19-2:24 | Closing |
| 1:50-2:15 | Study Hall | 2:49-2:54 | Closing | 1:49-3:00 | Meeting | 2:49-2:54 | Closing | 2:49-2:54 | Closing | | |
| 2:15-2:20 | Closing | | | | | | | | | | |
| 2:20-3:00 | Meeting | | | | | | | | | | |

Summary

| HSTA Contract | Contract | Sched.1357 | Sched.246 | Average | Difference |
|---|------------|-------------------|------------------|----------------|-------------------|
| Teacher Instructional time | | 1344 | 1176 | 1260 | |
| Advisory | | 25 | 25 | 25 | |
| Total Teacher Instructional Time | 1285 | 1369 | 1201 | 1285 | 0 |
| Teacher Prep Time | 225 | 180 | 270 | 225 | 0 |
| Lunch | 150 | 150 | 150 | 150 | 0 |
| Other: | | | | | |
| Opening | | 25 | 25 | 25 | |
| Homeroom | | 25 | 25 | 25 | |
| Recess | | 75 | 75 | 75 | |
| Passing | | 84 | 78 | 81 | |
| Study Hall | | 50 | 110 | 80 | |
| Closing | | 25 | 25 | 25 | |
| Meetings | | 111 | 111 | 111 | |
| Total Other | 440 | 395 | 449 | 422 | -18 |
| ACT 167 | Law | Sched.1357 | Sched.246 | Average | Difference |
| Instructional Time (in class) | | 1512 | 1428 | 1470 | |
| Advisory | | 25 | 25 | 25 | |
| Study Hall | | 50 | 110 | 80 | |
| Homeroom | | 25 | 25 | 25 | |
| Opening | | 25 | 25 | 25 | |
| Closing | | 25 | 25 | 25 | |
| Total | 1650 | 1662 | 1638 | 1650 | 0 |