

New Request

Renewal

**SCHOOL COMMUNITY COUNCIL
WAIVER/EXCEPTION REQUEST FORM**

(Please use one form for each request)

SCHOOL: Blanche Pope Elementary

DATE: March 12, 2014

DISTRICT: Windward

COMPLEX: Kailua

School Strive HI Status:

Recognition

Continuous Improvement

Focus

Priority

Superintendent's Zone

*****Attach Trend Report and Strive HI Performance System School Report.**

- A. List the specific policy, regulation, rule, procedure or the specific article within the collective bargaining agreement from which the school is seeking relief.

Article VI – Teaching conditions and hours, section CC, work time distribution 1a.

- B. Describe 1) the desired change, and 2) what the school hopes to accomplish as it relates to improving student learning and increasing student achievement. Include specific quantitative, qualitative and longitudinal data to support the need for the request.

Decrease time of TEACHER INSTRUCTIONAL TIME by 90 minutes.

Increase STUDENT LEARNING TIME by 99 minutes.

Allows students additional instructional time to increase achievement, and classroom teachers to participate in grade level, Professional Learning/Data Teams (180 min./mo.).

- C. If a renewal, describe and evaluate the outcomes of the requested change. Explain what was achieved and the impact on student learning. (Include specific quantitative and/or qualitative data.)

D. Please provide additional information (data and narrative) for the following type of request applicable:

D1.) Parent-Teacher Conferences:

For a waiver from the DOE Regulation 4510.3 Released Time for Conferences to Report Student Progress, the Superintendent requires that a parent satisfaction survey be conducted and the survey results submitted.

Number of surveys distributed	
Number of surveys returned	
Number of parents in favor	
Number of parents not in favor	
Number of parents undecided	

Summary:

D2.) School Attendance Procedures:

For a waiver from the DOE School Attendance Procedures, Revised August 2001, a comparison of attendance data over a three (3) year period of time is required. Explain the increase or decrease in attendance rates. Provide provisions for allowing students to make-up missed work.

School Year	% of average daily attendance

Rationale:

D3.) Reporting of Quarterly Grades:

For an exception from the collective bargaining contract for teachers for Reporting Quarterly Grades for Schools, an explanation of the interventions provided and the impact on student learning is required.

Number of students failing	
Number of students who received tutorial assistance/interventions	
Number of students whose grades improved after receiving tutorial assistance/interventions	

Explanation:

D4.) Modified Assessment Schedule:

For an exception from the collective bargaining contract for teachers for a Modified Assessment Schedule, an explanation of the interventions provided and the impact on student learning is required. Describe tutorial opportunities provided for students during the assessment week.

Number of students failing	
Number of students who received tutorial assistance/interventions	
Number of students whose grades improved after receiving tutorial assistance/interventions	

Explanation:

E. All Other Requests:

Provide information and explanation as indicated in Sections A, B, and C, and other additional information applicable.

F. Provide a chronology and summary of discussions and activities that document an inclusive, collaborative and consensus-building decision-making process.

Date	Type of Meeting	Summary of Outcome
February 12, 2014	Faculty	Consensus to maintain current bell schedule.
March 12, 2014	School Community Council	Consensus to maintain current bell schedule, and submit required School Community Council Waiver/Exception Request Form.



Bell Schedule Waiver/Exception Form
Kristen Liuzzo to: bmiller, jparis, rcamacho
Cc: Todd Watanabe, Jaclyn Ntow

03/17/2014 12:20 PM

We discussed our current bell schedule (School Schedule Submission Form - School Year 2013-2014 (Elementary)) at our February 12th meeting, and we all agreed to maintain it for our 2014-2015 school year.

Please see the attached waiver/exception form for Blanche Pope Elementary

Mahalo!



Bell Schedule Waiver.docx



Hawaii Department of Education
 School Schedule Submission Form - School Year 2014-15 (Elementary)

SCHOOL INFORMATION

Complex Area Name Kailua/Kalaheo		Complex Name Kailua	School Name Pope Elementary	
Principal	Select one: <input checked="" type="checkbox"/> The submitted schedule is in compliance with requirements. <input type="checkbox"/> The submitted schedule is not in compliance with requirements and we will seek a BOE waiver or contract exception.		Signature <i>[Signature]</i>	Date 5/5/14
Complex Area Superintendent	Select one: <input type="checkbox"/> The submitted schedule is in compliance with requirements. <input type="checkbox"/> The submitted schedule is not in compliance with requirements and the school will need to seek a BOE waiver or contract exception.		Signature	Date

SUMMARY OF SCHEDULE

TEACHER CALENDAR - TEACHER DAYS - REQUIREMENTS		Scheduled (Date or Description)
Work days without students	2 days at beginning of school year for administrator-initiated activities	7/30/14 7/31/14
	2 days at beginning of school year for teacher-initiated activities	7/28/14 7/29/14
	1 day scheduled between semesters for grading and other teacher-initiated activities	1/9/15
	2 days for school planning and collaboration	11/3/14 2/4/15
	1 day at the end of the school year	6/4/15
	Other days without students	
Hours contiguous to the teacher work day for collaboration & professional development	21 hours, for use in 1 hour increments	8/5/14
		8/19/14
		9/2/14
		9/16/14
		9/30/14
		10/21/14
		11/18/14
		12/2/14
		12/16/14
		1/13/15
		1/20/15
		1/27/15
		2/3/15
		2/17/15
		3/3/15
		3/24/15
	4/7/15	
4/21/15		
5/5/15		
5/19/15		
6/2/15		
	6 hours for use in multiples of 1/2 hour increments	Two 1/2 hour increments will be on the following dates: 12/1/14

		12/4/14 12/5/14 4/20/15 4/22/15 4/23/15
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OTHER REQUIREMENTS	DESCRIBE
Elementary students have expanded course offerings.	

ADDITIONAL COMMENTS FROM PRINCIPAL (OPTIONAL)

In the "Time" column, insert the time period. In the "Description" column, use a descriptor from the first column on the third page (e.g. passing, homeroom, recess, etc.). In the "Minutes" column, insert the number of minutes that the time period includes.

APPLICABLE DAYS: <i>[enter M, T, W, TH, and/or F]</i>		
Students	<i>Start Time: 7:50 am (M, T, Th, F)</i>	<i>End Time: 2:05 pm (M, T, Th, F)</i>
Teachers	<i>Start Time: 7:50 am (M, T, Th, F)</i>	<i>End Time: 2:50 pm (M, T, Th, F)</i>
Prep Time	<i>Check one: <input type="checkbox"/> Floating <input type="checkbox"/> Common</i>	
TIME	DESCRIPTION	MINUTES
7:50 am-8:05 am	Homeroom	15
8:05 am -9:45	Instruction	100
9:45 -10:00 am	Recess	15
10:00-11:20 am	Instruction	80
11:20-11:50 am	Lunch (11:20-11:50 for grades K-3; 12:00-12:30 for grades 4-6)	30
11:50-12:00 pm	Recess	10
12:00-2:05 pm	Instruction	125

APPLICABLE DAYS: <i>[enter M, T, W, TH, and/or F]</i>		
Students	<i>Start Time: 7:50 am (W)</i>	<i>End Time: 1:00 pm</i>
Teachers	<i>Start Time: 7:50 am (W)</i>	<i>End Time: 2:50 pm</i>
Prep Time	<i>Check one: <input type="checkbox"/> Floating <input type="checkbox"/> Common</i>	
TIME	DESCRIPTION	MINUTES
7:50 am-8:05 am	Homeroom	15
8:05 am-9:45 am	Instruction	100
9:45 -10:00 am	Recess	15
10:00-11:20 am	Instruction	80
11:20-11:50 am	Lunch (11:20-11:50 for grades K-3; 12:00-12:30 for grades 4-6)	30
11:50-1:00	Instruction	70

SUMMARY OF BELL SCHEDULE

In the "Number of Actual Minutes..." column, insert the number of minutes scheduled. Repeat that number in the applicable blue and green columns. In the "Total" row, tally the total number of minutes in the blue and green columns. In the "Difference" row, indicate the difference in minutes between the Total scheduled minutes and the Required minutes.

	Number of Actual Minutes Scheduled	TEACHER (2013-17 Agreement)				
		STUDENT LEARNING TIME ¹	TEACHER INSTRUCTIONAL TIME ¹	PREP TIME ²	LUNCH ³	"OTHER TIME" ⁴
Instructional Time	1470	1470	1425			
Homeroom	75	75				75
Study hall	0	0				0
Opening	0	0				0
Closing	0	0				0
Recess	115					0
Passing	0					0
Meetings⁵	243					243
Lunch	150				150	
Teacher Prep	225			225		
TOTAL		1545	1425	225	150	318
REQUIREMENT		1525	1415	225	150	310
DIFFERENCE		20	10	0	0	18

¹ Contract: Article IV (CC) (1) (a)

² Contract: Article IV (CC) (1) (b)

³ Contract: Article IV (CC) (1) (c)

⁴ Contract: Article IV (CC) (1) (d)

⁵ Including all faculty, departmental, grade level, and curriculum meetings.

Pope Elementary Strive HI 2012-13 Step: Continuous Improvement Index Score: 172

Automatic Classification: None

Achievement

Math Proficiency
79%

Reading Proficiency
83%

Science Proficiency
13%

Growth

Math
Median SGP
56

Reading
Median SGP
24

Readiness

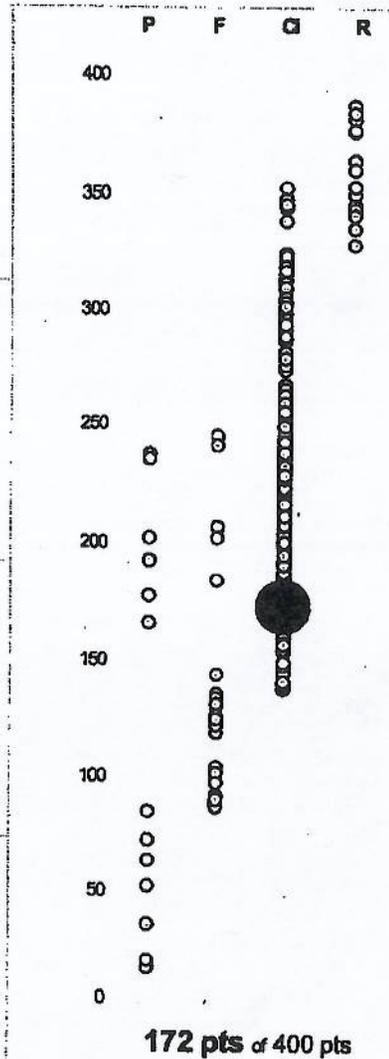
Chronic
Absenteeism
32%

Achievement Gap

Non High-Needs
Proficiency
95%

High-Needs
Proficiency
80%

Gap Reduction **
%



‡ Numbers may be rounded for presentation purposes.

**Data are missing or not used, which prevents the index score from being calculated normally. Contact the Systems Accountability Office for a detailed explanation.

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Blanche Pope Elementary

**Trend Report:
Educational and Fiscal Accountability**

School Report for School Year 2012-2013



A Guide to Understanding Trend Reports explains the educational and fiscal measures and lists schools in each of the complexes for the school year 2012-13. The Guide is available on-line at <http://arch.k12.hi.us>.

Background

Student Enrollment	Total	SPED		ELL		Free & Reduced-Cost Lunch Program		Kindergartners Who Attended Preschool
		#	%	#	%	#	%	
School Year	#	#	%	#	%	#	%	%
2010-2011	229	23	10.0%	6	2.6%	199	86.9%	67.4%
2011-2012	233	33	14.2%	3	1.3%	198	85.0%	74.4%
2012-2013	234	23	9.8%	5	2.1%	201	85.9%	67.6%

Teachers	Total	Licensed	Years Experience	5+ Years at This School	Classes Taught by Teachers Meeting NCLB Requirements	Advanced Degree	Early Childhood Endorsement (Gr. K teachers)
School Year	#	%	Average	%	%	%	#
2010-2011	18	88.9%	12.0	61%	88%	22.2%	1
2011-2012	17	94.1%	11.8	65%	82%	23.5%	1
2012-2013	16	100.0%	13.0	69%	100%	25.0%	1

Academic Achievement

Hawaii State Assessment Standards-Based	Reading % Proficient by Grade Level								Math % Proficient by Grade Level							
	3	4	5	6	7	8	10	3	4	5	6	7	8	10		
School Year																
2010-2011	63.6	76.5	70.0	85.2	na	na	na	69.7	79.4	63.3	59.3	na	na	na		
2011-2012	81.5	86.2	87.1	82.4	na	na	na	63.0	79.3	67.7	61.8	na	na	na		
2012-2013	82.9	73.9	76.7	87.9	na	na	na	77.1	82.6	76.7	72.7	na	na	na		

Hawaii State Assessment Standards-Based	Science % Proficient by Grade Level			
School Year	4	8	10	HS
2010-2011	14.7	na	na	na
2011-2012	23.1	na	na	na
2012-2013	4.3	na	na	na

School Year	Proportion Ready for Kindergarten	Retention Rate %			Dropout Rate % (4-year rate)	Graduate On-Time %	Others %
		Elementary	Middle	Grade 9			
2010-2011	About 1/4	1%	na	na	na	na	na
2011-2012	About 1/2	0%	na	na	na	na	na
2012-2013	About 1/4	0%	na	na	na	na	na

*Results suppressed to protect student identity, in accordance with the Family Educational Rights and Privacy Act (FERPA)

Safety and Well-Being

Students	Average Daily Attendance %		Offenses by Type of Incident (number of citations per 1,000 students)					
			Violence		Property		Illicit Substances	
School Year	Elementary	Secondary	Elementary	Secondary	Elementary	Secondary	Elementary	Secondary
2010-2011	91.0%	na	13	na	0	na	0	na
2011-2012	92.1%	na	0	na	0	na	4	na
2012-2013	91.5%	na	0	na	13	na	0	na

School	Persistently Dangerous Schools (NCLB)	Workers' Compensation Claims	Student and Teacher Perceptions on School Quality Survey	Transition from home/preschool to Kindergarten	
School Year	Yes/No	Total # of claims	% of claims resulting in loss-time	Positive Responses % of student % of teacher	School mean (range 1-3)
2010-2011	No	1	0.0%	67.0% 50.0%	2.6
2011-2012	No	1	0.0%	78.1% 85.7%	2.3
2012-2013	No	--	--	83.3% 95.5%	2.6

Civic Responsibility

	Young Voter Registration	Kids Voting Hawaii	Students Who Are Not Suspended	Volunteer Hours
School Year	# of students participating	# of students participating % of students participating	% of Enrollment	# of PCNC volunteer hours per 100 students
2010-2011	na	162 70.7%	97.8%	1
2011-2012	na	-- --	98.3%	--
2012-2013	na	213 91.0%	98.7%	--

Fiscal Accountability

School Year	State General Funds				Significant Budget Changes*
	School Salaried Payroll	Allocation Excluding School Salaried Payroll	Expended	Carryover	
2010-2011	\$1,519,241	\$256,465	\$217,682	\$38,783	none
2011-2012	\$1,489,618	\$228,624	\$164,123	\$64,501	none
2012-2013	\$1,558,842	\$151,109	\$143,143	\$7,966	none

*Explanation of Significant Budget Changes

G. SCC Waiver/Exception Signature Page

WAIVER/EXCEPTION SIGNATURE PAGE

The signatures on this page acknowledge that the decision to request the attached waiver/exception was reached through a collaborative process. If this request is an exception to a collective bargaining agreement, the decision by members of the bargaining unit was achieved through consensus. (Because exceptions to collective bargaining agreements involve the rights of other employees, consensus, specifically by affected unit members, is necessary to waive those rights. It is possible for these unit members to agree on a fallback decision-making option provided that the agreement on the fallback option was reached through consensus.)

Administration [Signature] Date 03/17/2014

Community Representative(s) [Signature] Date 03-17-2014

* Parent Representative(s) [Signature] Date 03.17.2014

Student Representative(s) [Signature] Date 3-17-14

Noncertificated Staff Representative(s) [Signature] Date 3-17-2014

Teacher Representative(s) [Signature] Date 3-17-2014

Complex Area Superintendent (CAS): Suzanne Mulcahy (print name)
This waiver/exception request aligns with the goals and objectives of the school's strategic plan/academic and financial plan.

CAS Signature: [Signature] Date 3/19/14

HSTA PROCESS CHECK REQUIREMENT:

To ensure that the process to reach the decision for a contract exception request was followed, (the faculty either reached consensus or failing to reach consensus, the faculty held a secret ballot vote that resulted in active faculty members casting a ballot with 66-2/3% or higher affirmative vote), the Teacher Representative should email the UniServ Director with a cc to Raymond Camacho (rcamacho@hsta.org). Please attach a copy of the email sent to the UniServ Director.

RETURN FORM TO: OCISS, School Renewal and Redesign Section
475 22nd Avenue, Room 109
Honolulu, Hawaii 96816

OR FAX TO: 735-8379

FAILURE TO SUBMIT A COMPLETE AND TIMELY WAIVER/EXCEPTION REQUEST MAY RESULT IN THE REQUEST NOT BEING PROCESSED.

G. SCC Waiver/Exception Signature Page

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Administration [Signature] Date 03/17/2014

Community Representative(s) [Signature] Date 03-17-2014

* Parent Representative(s) [Signature] Date 03.17.2014

Student Representative(s) [Signature] Date 3.17.14

Noncertificated Staff Representative(s) [Signature] Date 03-17-2014

Teacher Representative(s) [Signature] Date 3-17-2014

_____ Date _____

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Transmission Report

Date/Time
Local ID 1

03-17-2014
808-259-0452

11:21:33 a.m.

Transmit Header Text
Local Name 1

BLANCHE POPE ELEMENTRY SCHOOL

**This document : Confirmed
(reduced sample and details below)
Document size : 8.5"x11"**

G. SCC Waiver/Exception Signature Page

WAIVER/EXCEPTION SIGNATURE PAGE

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Administration _____ Date _____

Community Representative(s) Michael K. Kolund Date 03-17-2014

✶ Parent Representative(s) _____ Date _____

Student Representative(s) _____ Date _____

Noncertificated Staff Representative(s) _____ Date _____

Teacher Representative(s) _____ Date _____

_____ Date _____

Complex Area Superintendent (CAS): Suzanne Mulcahy (print name)
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CAS Signature: _____ Date _____

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RETURN FORM TO: OCISS, School Renewal and Redesign Section
475 22nd Avenue, Room 108
Honolulu, Hawaii 96816

OR FAX TO: 736-8378

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Total Pages Scanned : 1

Total Pages Confirmed : 1

No.	Job	Remote Station	Start Time	Duration	Pages	Line	Mode	Job Type	Results
001	781	808 261 7770	11:20:25 a.m. 03-17-2014	00:00:33	1/1	1	EC	HS	CP14400

Abbreviations:

HS: Host send
HR: Host receive
WS: Waiting send

PL: Polled local
PR: Polled remote
MS: Mailbox save

MP: Mailbox print
RP: Report
FF: Fax Forward

CP: Completed
FA: Fall
TU: Terminated by user

TS: Terminated by system
G3: Group 3
EC: Error Correct