

n  New Request

Renewal

<b>SCHOOL COMMUNITY COUNCIL          WAIVER/EXCEPTION REQUEST FORM</b> (Please use one form for each request)
--

SCHOOL: lao DATE: 3/3/2014

DISTRICT: Maui COMPLEX: Baldwin

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.

Collective Bargaining Agreement – Other Time Difference and Teacher Lunch Minutes

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.

In order to meet the required number of Student Learning Time and Teacher Instructional Time, a revised schedule was created with input from staff and stakeholders. The proposed schedule was not approved by Maui District CAS for the following reasons:

Lunch minutes 153 minutes instead of 105 (+3)

Other Time 421 minutes instead of 440 (-19)

This schedule followed the guidelines as directed by DOE Memo dated 11/25/2013 and the HSTA Collective Bargaining Agreement (CBA)

In creating our schedule, we are over total lunch minutes by 3 minutes and under Other Time minutes by 19 minutes. In order to adjust the schedule to meet that criteria, we would need to lose minutes from either Teacher Instructional Minutes or Student Learning Time. We request a waiver to accept our bell schedule as proposed in order to best meet the instructional needs of our students.

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.

Iao School began a collaborative process to create a new bell schedule that met the DOE guidelines beginning in October with Think Tank sessions. As a staff, we determined what was a priority for our new schedule. We decided that our current system for Response To Instruction (RTI) was not meeting the needs of our students and we changed our current schedule of meeting daily for all Tier students to one where we would focus on support for our Tier 3 students daily in a credited Math or Reading Workshop class. Once we determined our priorities, several teachers proposed and shared with our Iao School group through Google Apps possible calendars. In January, we held a whole staff meeting to discuss the bell schedule and everyone indicated which

was their preferred schedules. We invited the Maui HSTA representative to the meeting to address questions our staff might have regarding the possible schedules and to confirm that the proposed schedule met the guidelines.

The results indicated that some of our staff preferred a schedule that had 8 longer blocks on an A / B Tumble pattern, while a majority preferred a schedule that had 7 shorter blocks that would meet every day. Both schedules had our students attending school M, T, TH, and F from 7:45 – 2:45 and being dismissed earlier on Wednesday for Staff Meeting time.

Our HSTA APC Representative then conducted a vote of the teachers, in accordance with HSTA guidelines. The results of the vote were 29 votes in favor of accepting this schedule and 2 not in favor of this schedule. Therefore, having met the requirements of HSTA, we submitted this bell schedule for approval.

The schedule was also presented at an School Community Council community meeting for input.

This has been a long, purposeful and collaborative process in creating a bell schedule for SY 2014 / 2015 and it is one that we feel best meets the needs of our students while maintaining the integrity of the guidelines we were tasked to follow.

- 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
10/29/13	Staff Meeting	Staff reviewed possible schedules proposed by staff
1/8/14	Staff Meeting	Discuss possible bell schedules.
1/15/14	Staff Meeting – whole school / also HSTA Maui Representative	Answer questions about possible bell schedules / narrow down choices to 2
1/30/14	Survey conducted anonymously via Google Apps	Results of survey conducted of staff on Google Apps to choose between 7 block and 8 block questions
2/4/2014	Faculty Meeting	Update on selected 7 block schedule. Review of bell schedule before final vote.
2/10/14 or 2/11/14	PLC meetings	Departments to review proposed bell schedule before final vote
2/18/2014	Announcement of final results	By a majority vote, the bell schedule was approved and submitted for approval by Maui District CAS

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 *Diana Baroaga* Date *3/5/14*

Community Representative(s) *Chris Souza* Date *3/5/14*

Parent Representative(s) *Julia Kim* Date *3/5/14*

Student Representative(s) *Yuri Yogi* Date *3/5/14*

Noncertificated Staff Representative(s) *Chris Souza* Date *3/5/14*

Teacher Representative(s) *Race Karen Kim* Date *3/5/14*  
*RH* Date *3/5/14*

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

CAS Signature: *Raymond Camacho* Date *3-6-14*

**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 22<sup>nd</sup> 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.**

Updated as of 01/08/2014

404

**lao Intermediate**  
Trend Report:  
Educational and Fiscal Accountability



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	884	81	9.2%	70	7.9%	374	42.3%	na
2011-2012	876	82	9.4%	61	7.0%	410	46.8%	na
2012-2013	841	78	9.3%	58	6.9%	387	46.0%	na

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	49	93.9%	10.9	57%	92%	38.8%	na
2011-2012	49	100.0%	10.6	61%	94%	40.8%	na
2012-2013	53	96.2%	11.2	60%	93%	39.6%	na

**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	na	na	na	57.2	52.7	65.3	na	na	na	na	35.6	35.0	42.5	na		
2011-2012	na	na	na	61.9	63.6	61.6	na	na	na	na	42.1	37.7	37.0	na		
2012-2013	na	na	na	61.5	59.6	70.1	na	na	na	na	42.0	35.6	39.6	na		

Hawaii State Assessment Standards-Based	Science % Proficient by Grade Level			
School Year	4	8	10	HS
2010-2011	na	21.1	na	na
2011-2012	na	21.2	na	na
2012-2013	na	10.2	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	na	na	1%	na	na	na	na
2011-2012	na	na	2%	na	na	na	na
2012-2013	na	na	0%	na	na	na	na

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

Updated as of 01/08/2014

### 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	na	93.6%	na	38	na	3	na	5
2011-2012	na	93.6%	na	89	na	13	na	6
2012-2013	na	94.3%	na	88	na	5	na	5

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	Positive Responses		School mean (range 1-3)
			% of student	% of teacher	
2010-2011	No	3	48.1%	77.8%	na
2011-2012	No	5	72.9%	89.1%	na
2012-2013	No	2	82.5%	98.3%	na

### Civic Responsibility

	Young Voter Registration	Kids Voting Hawaii	Students Who Are Not Suspended	Volunteer Hours
School Year	# of students participating	# of students participating	% of Enrollment	# of PCNC volunteer hours per 100 students
2010-2011	na	492	55.7%	94.2%
2011-2012	na	--	--	90.0%
2012-2013	na	--	--	91.9%

### Fiscal Accountability

School Year	State General Funds				Significant Budget Changes*
	School Salaried Payroll	Allocation Excluding School Salaried Payroll	Expended	Carryover	
2010-2011	\$3,764,530	\$572,134	\$350,074	\$222,080	none
2011-2012	\$3,910,336	\$383,835	\$228,229	\$155,606	none
2012-2013	\$4,002,545	\$390,998	\$297,717	\$93,281	none

\*Explanation of Significant Budget Changes

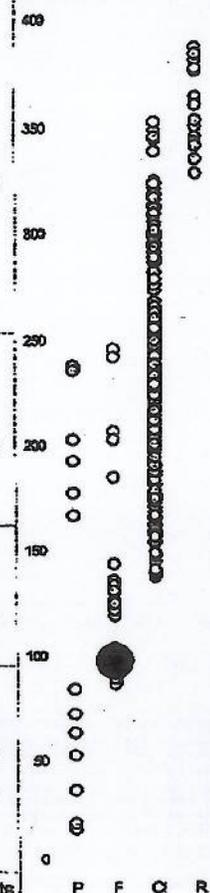
Iao Intermediate Strive HI 2012-13 Step: Focus Index Score: 97

Automatic Classification: Low Performance

	Step 1	Step 2 - Unweighted Points	Step 3	Step 4 - Weighted Points	Step 5 - All Schools
<b>Achievement</b>	<b>Math Proficiency</b> 40% <b>Math Achievement</b> (Math Proficiency Rate) x (40pts)				
	<b>Reading Proficiency</b> 65% <b>Reading Achievement</b> (Reading Proficiency Rate) x (40pts)		44 pts of 100 pts	<b>Achievement</b> (Middle School Weight) 44 x (1.0) = 44	44 pts of 100 pts
	<b>Science Proficiency</b> 11% <b>Science Achievement</b> (Science Proficiency Rate) x (20pts)				
<b>Growth</b>	<b>Mathematical Median SGP</b> 34 <b>Mathematical SGP</b> Points assigned based on growth category		0 pts of 100 pts	<b>Growth</b> (Middle School Weight) 0 x (1.8) = 0	0 pts of 180 pts
	<b>Reading Median SGP</b> 42 <b>Reading SGP</b> Points assigned based on growth category				
<b>Readiness</b>	<b>Median 5th Grade ACT</b> 14 <b>5th Grade ACT</b> Points assigned based on ACT category		35 pts of 100 pts	<b>Readiness</b> (Middle School Weight) 35 x (0.6) = 21	21 pts of 60 pts
<b>Achievement Gap</b>	<b>Non-High Needs Proficiency</b> 70% <b>Current-Year Gap</b> Points assigned based on Current-Year-Gap Rate*				
	<b>High-Needs Proficiency</b> 38% <b>Two-Year Gap Reduction</b> Points assigned based on Gap Reduction Rate*		52 pts of 100 pts	<b>Achievement Gap</b> (Middle School Weight) 52 x (0.6) = 31	31 pts of 60 pts
					97 pts of 400 pts

For more information: [hawaiipublicschools.org](http://hawaiipublicschools.org)

\* Numbers may be rounded for presentation purposes.



03-12-13 08:23 FROM IAO SCHOOL I105888808 1-102 P000/0015 F-132



**lao School Waiver Exception**

**Larry McCarty** to: cchang

Cc: rcamacho

03/06/2014 06:58 AM

Good morning,

I wanted to verify that lao School HSTA members have followed all requirements and voted to accept the bell schedule admin submitted. We had a secret ballot vote and the bell schedule passed exceeding the 66.6% affirmative vote. We passed with 93% approval.

Any questions let me know

Larry McCarty

---

Larry McCarty

Technology Coordinator

lao School

<http://iaoschool.org> GAFE [tc@iaoschool.org](mailto:tc@iaoschool.org)

(808) 984-5610 ext 226

Malama Pono

**CONFIDENTIALITY NOTICE:** This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message.



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

**SCHOOL INFORMATION**

<b>Complex Area Name</b> Baldwin Kekaulike Maui		<b>Complex Name</b> Baldwin	<b>School Name</b> lao	
<b>Principal</b>	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.	<b>Signature</b> <i>[Signature]</i>	<b>Date</b> 2/9/14	
<b>Complex Area Superintendent</b>	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.	<b>Signature</b>	<b>Date</b>	

**SUMMARY OF SCHEDULE**

TEACHER CALENDAR - TEACHER DAYS		Scheduled (Date or Description)
<b>Work days without students</b>	2 days at beginning of school year for administrator-initiated activities	July 28 and 29, 2014
	2 days at beginning of school year for teacher-initiated activities	July 30 and 31, 2014
	1 day scheduled between semesters for grading and other teacher-initiated activities	January 9, 2015
	2 days for school planning and collaboration	October 3, 2014 and March 13, 2015
	1 day at the end of the school year	June 4, 2015
	Other days without students	
<b>Hours contiguous to the teacher work day for collaboration &amp; professional development</b>	21 hours for use in 1 hour increments	8/13, 8/27, 9/10, 9/24, 10/15, 10/29, 11/12, 11/26, 12/10, 12/17/2014 1/14, 1/28, 2/11, 2/25, 3/11, 3/25, 4/8, 4/22, 4/29, 5/13, 5/27/15
	6 hours for use in multiples of 1/2 hour increments	9/13, 10/22, 11/19/14 1/21, 2/18, 4/1/15
	Additional information (if applicable)	

OTHER REQUIREMENTS	DESCRIBE
Secondary students have access to coursework in order to earn more than 6 credits per year.	

**ADDITIONAL COMMENTS FROM PRINCIPAL (OPTIONAL)**  
 The bell schedule meets the minimum requirements for student learning time, teacher instructional time, prep time, lunch, except for the "other time" where it's short 19 minutes (the DOE guidelines state: "can use up to 440 minutes of

'other time per week'). The schedule could be revised if necessary. Christopher Chang did a preliminary review of this bell schedule and stated that it meets the minimum time requirements requirements for student learning time, teacher instructional time, prep time, lunch, and "other time".

**BELL SCHEDULE**

GRADE 6 Mon, Tues., Thurs., Fri			GRADE 7 Mon, Tues., Thurs., Fri			Grade 8 Mon, Tues., Thurs., Fri		
Teacher Start Time 7:45			Teacher Start Time 7:45 am			Teacher Start Time 7:45 am		
Student Start Time 7:45 am			Student Start Time 7:45 am			Student Start Time 7:45 am		
Time	Mins	Description	Time	Mins	Description	Time	Mins	Description
7:45-8:05	20	Homeroom	7:45-8:05	20	Homeroom	7:45-8:05	20	Homeroom
8:08 - 8:53	45	Block 1	8:08 - 8:53	45	Block 1	8:08 - 8:53	45	Block 1
8:56 - 9:41	45	Block 2	8:56 - 9:41	45	Block 2	8:56 - 9:41	45	Block 2
9:41 - 9:56	15	Recess	9:41 - 9:56	15	Recess	9:41 - 9:56	15	Recess
9:59 -10:44	45	Block 3	9:59 -10:44	45	Block 3	9:59 -10:44	45	Block 3
10:44-11:14	30	LUNCH	10:47-11:32	15	Block 4	10:47-11:32	45	Block 4
11:17 -11:32	15	Study Hall/DEAR	11:32-12:02	30	LUNCH	11:35-12:20	45	Block 5
11:35 -12:20	45	Block 4	12:05-12:20	15	Study Hall/DEAR	12:20 -12:50	30	LUNCH
12:23 -1:08	45	Block 5	12:23 - 1:08	45	Block 5	12:53-1:08	15	Study Hall/DEAR
1:11 - 1:56	45	Block 6	1:11 - 1:56	45	Block 6	1:11 - 1:56	45	Block 6
1:59 - 2:45	46	Block 7	1:59 - 2:45	46	Block 7	1:59 - 2:45	46	Block
Student End Time	2:45	Student End Time	Student End Time	2:45	Student End Time	Student End Time	2:45	Student End Time

T-162 P0013/0015 F-732

8089845611

03-12-14 08:23 FRUIT-AU SCHOOL

Grade 6 Wednesday			Grade 7 Wednesday			Grade 8 Wednesday		
Teacher Start Time 7:45			Teacher Start Time 7:45 am			Teacher Start Time 7:45 am		
Student Start Time 7:45 am			Student Start Time 7:45 am			Student Start Time 7:45 am		
Time	Mins	Description	Time	Mins	Description	Time	Mins	Description
7:45-8:05	20	Homeroom	7:45-8:05	20	Homeroom	7:45-8:05	20	Homeroom
8:05-8:30	25	Advisory	8:05-8:30	25	Advisory	8:05-8:30	25	Advisory
8:33-9:03	30	Block 1	8:33-9:03	30	Block 1	8:33-9:03	30	Block 1
9:06-9:36	30	Block 2	9:06-9:36	30	Block 2	9:06-9:36	30	Block 2
9:36-9:51	15	Recess	9:36-9:51	15	Recess	9:36-9:51	15	Recess
9:54-10:24	30	Block 3	9:54-10:24	30	Block 3	9:54-10:24	30	Block 3
10:27-10:57	30	Block 4	10:27-10:57	30	Block 4	10:27-10:57	30	Block 4
10:57-11:30	33	Lunch	11:00-11:30	30	Block 5	11:00-11:30	30	Block 5
11:33-12:03	30	Block 5	11:30-12:03	33	Lunch	11:33-12:03	30	Block 6
12:06-12:36	30	Block 5	12:06-12:36	30	Block 6	12:03-12:36	33	Lunch
12:39-1:09	30	Block 7	12:39-1:09	30	Block 7	12:39-1:09	30	Block 7
1:09 - 1:54	45	Teacher Prep	1:09 - 1:54	45	Teacher Prep	1:09 - 1:54	45	Teacher Prep
1:54 - 2:45	51	Teacher Meeting	1:54 - 2:45	51	Teacher Meeting	1:54 - 2:45	51	Teacher Meeting
Student End Time	1:09	Student End Time	Student End Time	1:09	Student End Time	Student End Time	1:09	Student End Time

T-162 P0014/0015 F-732

8089845617

03-12-'14 08:23 FROM LAU SCHOOL

**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.

	Actual Minutes Scheduled per Week	STUDENT (Act 167/52)	TEACHER (2013-17 Agreement)			
		STUDENT LEARNING TIME*	TEACHER INSTRUCTIONAL TIME <sup>1</sup>	PREP TIME <sup>2</sup>	LUNCH <sup>3</sup>	"OTHER TIME" <sup>4</sup>
Instructional Time	1650	1495	1285			
Homeroom	100	100				100
Study hall	60	60				60
Opening						
Closing						
Recess	75					75
Passing	105					105
Meetings <sup>5</sup>	81					81
Lunch	153				153	
Teacher Prep	225			225		
<b>TOTAL</b>		1655	1285	225	153	421
<b>REQUIREMENT</b>		1650	1285	225	150	440
<b>DIFFERENCE</b>		+5	0	0	+3	-19

<sup>2</sup> Contract: Article IV (CC) (1) (a)

<sup>1</sup> Contract: Article IV (CC) (1) (b)

<sup>3</sup> Contract: Article IV (CC) (1) (c)

<sup>4</sup> Contract: Article IV (CC) (1) (d)

<sup>5</sup> Including all faculty, departmental, grade level, and curriculum meetings.