



STATE OF HAWAII
BOARD OF EDUCATION
P.O. BOX 2360
HONOLULU, HAWAII 96804

May 13, 2014

TO: The Honorable Donald Horner, Chairperson
Board of Education

FROM: Stephen Schatz, Board of Education Designee
Sean Bacon, Board of Education Designee

SUBJECT: Approval of Kealakehe Intermediate School's School Community Council (SCC)
Exception Regarding its Change in Bell Schedule

1. **RECOMMENDATION**

That the Board of Education (BOE) approves Kealakehe Intermediate School's SCC Exception Request allowing the school to modify their bell schedule for the 2014-2015 school year.

Note: BOE approval of exceptions to the BU 05 Collective Bargaining agreement must include all stipulations agreed upon by its two committee members to the SCC Exception Review Committee. The status quo shall remain should the BOE not agree with its committee members' recommendation(s).

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

Similar exceptions were approved for Kalaheo High, Castle High and Roosevelt High Schools.

c. Other policies affected

Article VI, Teaching Conditions and Hours; Section R, Evaluation of Students/Grading Preparation.

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

Article XII, Academic Freedom.

Board Policy 1710-3, School Calendar Policy.

Board Policy 2412, School Community Council Waivers and School Community Council Exceptions Policy.

d. Arguments in support of the recommendation

The change in bell schedule requested by Kealakehe Intermediate School for 2014-2015 school year:

- Increases student learning time by 31 minutes per week, from 1650 to 1681 minutes.
- Increases preparation time by 39 minutes per week, from 225 to 264 minutes.
- Increases “other time” minutes by 41 minutes per week, from 310 to 351 minutes.

The change will allow the school to provide teachers with additional preparation time and department collaboration time. It also provides students with expanded opportunities to earn credits in a schedule with 8 periods instead of 6.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BU 05 Committee on SCC Exception Review agreed to this exception on May 8-9, 2014.

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:JZ:pk

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

New Request
 Renewal

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

(Please use one form for each request)

SCHOOL:Kealakehe Intermediate School DATE: March 1, 2014

DISTRICT:West Hawaii COMPLEX: North Kona

Achieved AYP: ___Yes XNo

School Status: Continuous Improvement

School Proficiency Levels:

- In Good Standing, Unconditional
- In Good Standing, Pending
- Needs improvement Yr. 1
- Needs improvement Yr. 2
- Corrective Action
- Planning for Restructuring
- Restructuring
- Continuous Improvement

Reading School wide: 62%

Math School wide 60%

*****Attach Trend 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.

Proposed 2014 2015 bell schedule does has less than contractual number of miscellaneous minutes. We are short by 39 minutes. Article VI, Section CC.

- 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.

Allow for above cited variance from contract to enable school to comply with Act 167 while Providing teachers with additional preparation time and two 66 minute periods of department collaboration time during the school day. Students will also have expanded opportunity to earn credits in a schedule with 8 periods instead of 6.

NOTE: We are using advisory class as part of instructional time.

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	
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Explanation:

E. All Other Requests:

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

Proposed 2014 2015 bell schedule is attached.

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
October 8, 2013	School Community Council Meeting	Bell schedule was discussed including requirements of HSTA contract and Act 167. Some possible options were discussed and process for faculty input was reviewed.
November 25, 2013	Bell Schedule Work Group mtg – 1 hour	Teacher grp. Met to develop proposals to present to faculty. Proposals were

		designed to meet contractual requirements as well as requirements of Act 167.
December 4, 2013	Bell Schedule Work Group mtg – full day release time	Continued work on proposed bell schedule options for 2014-2015.
December 12, 2013	Bell Schedule Work Group Meeting- full day release time	Continued work on proposed bell schedule options for 2014-2015
December 13, 2013	Full faculty meeting	Faculty was presented with options developed by teacher work group. Teachers had opportunity to ask questions and to recommend changes in what work group had developed.
January 10, 2014	Full faculty meeting	Teachers had the opportunity to discuss options further after which the HSTA supervised a secret ballot vote on three options. Attached schedule was approved by at least 66 1/3 of faculty.
February 4, 2014	School Community Council Meeting	Selected bell schedule option was shared and approved by SCC

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 Donald Merwin Date 2/4/14

Community Representative(s) Vacant Date —

Parent Representative(s) Ruth Kubo Date 2/4/14

Student Representative(s) Michael Corelle Date 2/4/14

Noncertificated Staff Representative(s) Eden Takushi Date 2/4/14

Teacher Representative(s) Lisa M. T... Date 2/4/14

Thomas Prasad Date 2/4/14

Complex Area Superintendent (CAS): Arthur Souza (print name)

This waiver/exception request aligns with the goals and objectives of the school's strategic plan/academic and financial plan.

CAS Signature: Arthur Souza Date 2/11/14

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.

KIS bell schedule

Laurel Clay to: rarquero

03/11/2014 03:55 PM

Cc: Art_Souza, Desiree_Kaiawe, Maia_Daugherty, Don_Merwin

From: Laurel Clay/KEALAKI/HIDOE

To: rarquero@hsta.org

Cc: Art_Souza@notes.k12.hi.us, Desiree_Kaiawe@notes.k12.hi.us,
Maia_Daugherty@notes.k12.hi.us, Don_Merwin@notes.k12.hi.us

Aloha to all people who need to know this,

My name is Laurel Clay and I am one of the 2 co-head faculty reps at Kealahou Intermediate School. I am writing this email to notify all necessary parties that at my school, several weeks ago, a collaborative group of teachers developed a series of several bell schedules. After these bell schedules were made, we had a vote, to decide, by majority teacher votes, on the #1 most popular bell schedule (there were about 6 choices, including the State's 2 offerings). One schedule clearly emerged as the teacher favorite. We call this one "HE'E".

Then, we had another vote, wherein we asked the teachers if they COULD or COULD NOT live with the majority-chosen bell schedule.

For this second vote, we had a response that 95% of teachers COULD live with and did want to work under the "HE'E" bell schedule next year. Obviously, the 95% approval of "HE'E" exceeds the 66.7% approval necessary to adopt the bell schedule.

If I need to take any further actions, please let me know, Otherwise, KIS will use the "HE'E" bell schedule for daily operations in school year 2014 - 2015.

Mahalo, Laurel

Updated as of 12/03/2012

390

Kealakehe Intermediate

**Trend Report:
Educational and Fiscal Accountability**

School Report for School Year 2011-2012



A Guide to Understanding Trend Reports explains the educational and fiscal measures and lists schools in each of the 42 complexes for school year 2011-12. 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	#	#	%	#	%	#	%	%
2009-2010	850	84	9.9%	125	14.7%	425	50.0%	na
2010-2011	771	82	10.6%	123	16.0%	444	57.6%	na
2011-2012	759	77	10.1%	118	15.5%	463	61.0%	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	%	%	%	#
2009-2010	51	86.3%	12.2	57%	76%	33.3%	na
2010-2011	50	94.0%	13.8	68%	93%	34.0%	na
2011-2012	48	93.8%	13.7	69%	99%	35.4%	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																
2009-2010	na	na	na	50.2	68.6	70.6	na	na	na	na	41.4	52.9	54.6	na		
2010-2011	na	na	na	52.5	63.0	60.9	na	na	na	na	44.8	50.6	58.5	na		
2011-2012	na	na	na	66.8	61.9	62.1	na	na	na	na	58.6	56.2	72.4	na		

Hawaii State Assessment Standards-Based	Science % Proficient by Grade Level			
School Year	4	6	8	10
2009-2010	na	28.3	--	na
2010-2011	na	--	25.2	na
2011-2012	na	--	31.4	na

School Year	Proportion Ready for Kindergarten	Retention Rate %			Dropout Rate % (4-year rate)	Graduate On-Time %	Others %
		Elementary	Middle	Grade 9			
2009-2010	na	na	0%	na	na	na	na
2010-2011	na	na	1%	na	na	na	na
2011-2012	na	na	1%	na	na	na	na

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

Updated as of 12/03/2012

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
2009-2010	na	92.3%	na	44	na	20	na	12
2010-2011	na	93.2%	na	18	na	1	na	8
2011-2012	na	92.7%	na	9	na	0	na	8

School	Facilities Inspection	Persistently Dangerous Schools (NCLB)	Workers' Compensation Claims		Student and Teacher Perceptions on School Quality Survey		Transition from home/preschool to Kindergarten
			Total # of claims	% of claims resulting in loss-time	Positive Responses		
School Year	Passed?	Yes/No			% of student	% of teacher	School mean (range 1-3)
2009-2010	Yes	No	7	14.3%	45.9%	68.3%	na
2010-2011	--	No	1	0.0%	52.2%	67.3%	na
2011-2012	--	No	2	0.0%	72.2%	68.2%	na

Civic Responsibility

	Young Voter Registration	Kids Voting Hawaii		Students Who Are Not Suspended	Service to School/Community	Volunteer Hours
School Year	# of students participating	# of students participating	% of students participating	% of Enrollment	# of projects	# of PCNC volunteer hours per 100 students
2009-2010	na	--	--	85.5%	--	--
2010-2011	na	282	34.0%	93.5%	--	--
2011-2012	na	--	--	98.4%	--	--

Fiscal Accountability

School Year	State General Funds				Significant Budget Changes*
	School Salaried Payroll	Allocation Excluding School Salaried Payroll	Expended	Carryover	
2009-2010	\$4,277,140	\$509,321	\$455,568	\$53,753	none
2010-2011	\$4,238,792	\$581,676	\$561,337	\$20,339	none
2011-2012	\$3,964,337	\$478,077	\$455,759	\$22,318	none

*Explanation of Significant Budget Changes

He'e

- 1. Instructional minutes/week/class: $66 * 3 = 198$
- 2. Periods/ day: 5
- 3. Meetings/class/week: 3
- 4. Lunch: 40
- 5. Minutes/period: 66
- 6. Collaboration minutes/week: $66 * 2 = 132$
- 7. Student minutes/week: $66 * 8 * 3 + 97 = 1681$
- 8. Teacher minutes/week: $66 * 6 * 3 + 97 = 1285$
- 9. Prep time/week: $66 * 4 = 264$
- 10. Other minutes: $75 + 84 + 60 + 132 = 351$ (recess, passing, meetings, collaboration)

You teach 6 out of 8 periods

A			B			C			D			E		
Teacher Start Time 8:15														
Student Start Time 8:15			Student Start Time 8:15			Student Start Time 8:15			Student Start Time 8:15			Student Start Time 8:15		
Time	Min	Class												
8:15-8:35	20	Advisory	8:15-8:32	17	Advisory									
8:35-8:38	3	Pass	8:32-8:35	3	Pass									
8:38-9:44	66	P1	8:38-9:44	66	P6	8:38-9:44	66	P3	8:38-9:44	66	P8	8:35-9:41	66	P5
9:44-9:59	15	Recess	9:41-9:56	15	Recess									
9:59-10:02	3	Pass	9:56-9:59	3	Pass									
10:02-11:08	66	P2	10:02-11:08	66	P7	10:02-11:08	66	P4	10:02-11:08	66	P1	9:59-11:05	66	P6
11:08-11:11	3	Pass	11:05-11:08	3	Pass									
11:11-12:17	66	P3	11:11-12:17	66	P8	11:11-12:17	66	P5	11:11-12:17	66	P2	11:08-12:14	66	P7
12:17-12:57	40	Lunch	12:14-12:54	40	Lunch									
12:57-1:00	3	Pass	12:54-12:57	3	Pass									
1:00-2:06	66	P4	1:00-2:06	66	P1	1:00-2:06	66	P6	1:00-2:06	66	P3	12:57-2:03	66	P8
2:06-2:09	3	Pass	2:03-2:15	12	Pass									
2:09-3:15	66	P5	2:09-3:15	66	P2	2:09-3:15	66	P7	2:09-3:15	66	P4	2:15-3:15	60	Meeting
Student End Time 3:15			Student End Time 3:15			Student End Time 3:15			Student End Time 3:15			Student End Time 2:03		
Teacher End Time 3:15			Teacher End Time 3:15			Teacher End Time 3:15			Teacher End Time 3:15			Teacher End Time 3:15		

Kealakehe Intermediate Strive HI 2012-13 Step: Continuous Improvement Index Score: 241

Automatic Classification: None

Step 1	Step 2 - Unweighted Points	Step 3	Step 4 - Weighted Points	Step 5 - All Schools
Achievement	Math Proficiency 62% <i>Math Achievement (Math Proficiency Rate) x 140 pts</i>	59 pts of 100 pts 70 pts of 100 pts 35 pts of 100 pts 59 pts of 100 pts	Achievement (Middle School Weight) 59 x (1.0) = 59 Growth (Middle School Weight) 70 x (1.0) = 70 Readiness (Middle School Weight) 35 x (0.6) = 21 Achievement Gap (Middle School Weight) 59 x (0.6) = 35	59 pts of 100 pts 126 pts of 180 pts 21 pts of 60 pts 35 pts of 60 pts
	Reading Proficiency 71% <i>Reading Achievement (Reading Proficiency Rate) x 140 pts</i>			
	Science Proficiency 28% <i>Science Proficiency (Science Proficiency Rate) x 140 pts</i>			
Growth	Mathematics Median SGP 60 <i>Points assigned based on growth category</i>			
	Reading Median SGP 56 <i>Points assigned based on growth category</i>			
Readiness	Median 5th Grade ACT 14 <i>Points assigned based on ACT category</i>			
	Non-High Needs Proficiency 86% <i>Current-Year Gap Points assigned based on Current-Year Gap Rate</i> *2010-2011 / 2011-2012			
Achievement Gap	High-Needs Proficiency 58% <i>Two-Year Gap Reduction Points assigned based on Gap Reduction Rate</i> *2010 gap - 2012 gap / 2010 gap			
	Gap Reduction 18%			
241 pts of 400 pts				

For more information: hawaiipublicschools.org

† Numbers may be rounded for presentation purposes.

735-8379