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

July 15, 2011

TO: The Honorable Donald Horner, Chairperson
Board of Education

FROM: Douglas Murata, Board of Education Designee
Wilfred Keola, Board of Education Designee

SUBJECT: Approval of Kalaheo High School's School Community Council (SCC) Exception Regarding its Change in Bell Schedule and Teacher Preparation Periods

1. RECOMMENDATION

That the Board of Education (BOE) approves Kalaheo High School's SCC Exception Request allowing the school to change their bell schedule and teacher preparation periods for the 2011-2012 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

None

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 XIII, 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 Kalaheo High School for 2011-2012 school year will allow the school to:

- Create a "floating" preparation period of four times per week (total schedule preparation time 225 minutes per week).
- Increase student instructional time from 1475 minutes per week to 1550 minutes per week.
- Increase the number of class periods for each subject from three contact periods to four contact periods with students each week for each teacher.

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 July 11, 2011.

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.

DM:JZ:lt

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

__X__ New Request

_____ Renewal

SCHOOL COMMUNITY COUNCIL
WAIVER/EXCEPTION REQUEST FORM

(Please use one form for each request)

SCHOOL: KALAHEO HIGH SCHOOL DATE: MARCH 7, 2011

DISTRICT: WINDWARD COMPLEX: KALAHEO

Achieved AYP: __X__ Yes ___ No

School Proficiency Levels:

Reading Gr 10 75 % Gr ___ ____%

Math Gr 10 52 % Gr ___ ____%

School Status:

____ In Good Standing, Unconditional
____ In Good Standing, Pending
____ Needs improvement Yr. 1
____ Needs improvement Yr. 2
____ Corrective Action
____ Planning for Restructuring
__X__ Restructuring

***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.

Agreement Between the Hawaii State Teachers Association and the State of Hawaii Board of Education July 1, 2009 – June 30, 2011Article VI – Teaching Conditions and Hours Section CC. Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-day Week, part 2. Departmental Classes, section a. Twelve hundred eighty-five (1285) minutes of instruction time per work week and section b. Two hundred (200) minutes of preparation time per work week in blocks of not less than forty (40) continuous minutes during the teachers' regular work day

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.

1) Change weekly bell schedule to reflect a "floating" preparation period four times per week (total scheduled preparation time 225 minutes per week). Teachers' instruction time per work week will be 1140 minutes per week.
2) The change in bell schedule results in more student instructional time than present, which is 1475 minutes per week. The new schedule will provide 1580 instructional minutes per week to students. The number of class periods for each subject will increase from three contact periods to four contact periods with students each week for each teacher.
3) Data: AYP math results have not been progressing significantly although the state NCLB expectations have risen over the years.
   2007-08 58%
   2008-09 46%
   2009-10 52%
   2010-11 47% as of second HSA opportunity February 2011
   The State AYP goal for math is currently 64% for school year 2010-11 and 2011-12 then increases to 82% for school year 2012-13

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
October-November	Bell Schedule Committee	Discussed various bell schedule proposals
11/24/10	Faculty meeting	Introduce bell schedule proposals; discuss in departments
12/10/10	Faculty meeting	Continue discussion of bell schedules proposed
2/10/11	Faculty meeting	Review four bell schedule options
2/25/11	Faculty meeting	All certificated personnel voted for Bell Schedule
3/4/11	Results announced	Bell Schedule was selected with 79% of vote.

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 _____ Date 3/7/11

Community Representative(s) _____ Date 3/10/11

Parent Representative(s) _____ Date _____

Student Representative(s) _____ Date 3/7/11

Noncertificated Staff Representative(s) _____ Date 3/10/11

Teacher Representative(s) _____ Date 3/10/11

_____ Date _____

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: _____ Date 3/10/11

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: School Renewal and Redesign Section
475 22nd Avenue, Building 302, Room 109
Honolulu, Hawaii 96816

Or FAX: 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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Susan Hummel/KALAHEOH/HIDOE
07/12/2011 11:57 AM

To Jill Zodrow/CIB/HIDOE@HIDOE
cc Suzanne Mulcahy/WINDO/HIDOE@HIDOE
bcc
Subject Kalaheo High School 2011-12 bell schedule

History: This message has been replied to.

Hi Jill,
Thank you for the opportunity to explain how our proposed bell schedule meets the requirements necessary for school year 2011-12.

Any changes to the preparation time provided for teachers will not affect the number of instructional minutes.

Our teachers would be teaching five periods on a seven-period schedule. Each period meets four times per week.
The two nonteaching periods are equivalent to eight 55 minute periods per week that provide the following:
*220 preparation minutes per week.
*220 minutes per week that are Administratively directed and used for professional development, data analysis, planning, and maintaining Snap Grades (our electronic grade book). We can convert five minutes from the one nonteaching period that is to be used to maintain Snap Grades into five minutes for teacher-initated preparation. This will result in a total of 225 preparation minutes per week and 215 Administratively directed minutes per week.

Please let me know if I need to clarify this proposal.
Thank you

2010-11 SCHOOL YEAR

BELL SCHEDULE

MONDAY PERIODS 1 - 7	TUESDAY PERIODS 1, 2, 3, 4	WEDNESDAY PERIODS 5, 6, 7	THURSDAY PERIODS 1, 2, 3, 4	FRIDAY PERIODS 5, 6, 7	EVENT SCHEDULE Any 40 minute period can be swapped for the scheduled event. No news will be be shown.
Open 7:55 - 7:59	Open 7:55 - 7:59	Open 7:55 - 7:59	Open 7:55 - 7:59	Open 7:55 - 7:59	Open 7:55 - 8:00
PERIOD 1 7:59 - 8:45	PERIOD 1 7:59 - 9:15	PERIOD 5 7:59 - 9:15	PERIOD 1 7:59 - 9:15	PERIOD 5 7:59 - 9:15	PERIOD 1 8:00 - 8:40
Passing 8:45 - 8:50	Passing 9:15 - 9:20	Passing 9:15 - 9:20	Passing 9:15 - 9:20	Passing 9:15 - 9:20	Passing 8:40 - 8:45
Advisory* 8:50 - 9:10	PERIOD 2 9:20 - 10:35	Advisory*/ Study Hall 9:20 - 10:05	PERIOD 2 9:20 - 10:35	Advisory*/ Study Hall 9:20 - 10:05	PERIOD 2 8:45 - 9:25
Passing 9:10 - 9:15	Recess 10:35 - 10:50	Recess 10:05 - 10:20	Recess 10:35 - 10:50	Recess 10:05 - 10:20	Passing 9:25 - 9:30
PERIOD 2 9:15 - 10:00	Passing 10:50 - 10:55	Passing 10:20 - 10:25	Passing 10:50 - 10:55	Passing 10:20 - 10:25	PERIOD 3 9:30 - 10:10
Recess 10:00 - 10:15	PERIOD 3 10:55 - 12:10	PERIOD 6 10:25 - 11:40	PERIOD 3 10:55 - 12:10	PERIOD 6 10:25 - 11:40	Recess 10:10 - 10:25
Passing 10:15 - 10:20	Lunch 12:10 - 12:40	Lunch 11:40 - 12:10	Lunch 12:10 - 12:40	Lunch 11:40 - 12:10	Passing 10:25 - 10:30
PERIOD 3 10:20 - 11:05	Passing 12:40 - 12:45	Passing 12:10 - 12:15	Passing 12:40 - 12:45	Passing 12:10 - 12:15	PERIOD 4 10:30 - 11:10
Passing 11:05 - 11:10	PERIOD 4 12:45 - 2:00	PERIOD 7 12:15 - 1:30	PERIOD 4 12:45 - 2:00	PERIOD 7 12:15 - 1:30	Passing 11:10 - 11:15
PERIOD 4 11:10 - 11:55	Action 2:00 - 2:15	Teacher Prep 1:30 - 2:10	Action 2:00 - 2:15	Teacher Prep 1:30 - 2:10	PERIOD 5 11:15 - 11:55
LUNCH 11:55 - 12:25	Teacher Prep 2:15 - 2:55	Collaboration Time 2:15 - 2:55	Teacher Prep 2:15 - 2:55	Collaboration Time 2:15 - 2:55	Lunch 11:55 - 12:25
Passing 12:25 - 12:30					Passing 12:25 - 12:30
PERIOD 5 12:30 - 1:15					PERIOD 6 12:30 - 1:10
Passing 1:15 - 1:20					Passing 1:10 - 1:15
PERIOD 6 1:20 - 2:05					PERIOD 7 1:15 - 1:55
Passing 2:05 - 2:10					Event 2:00 - 2:40
PERIOD 7 2:10 - 2:55					Action 2:40 - 2:55

* Morning News will be aired during advisory period

Rev. 7/2009

2011-12 SCHOOL YEAR

All classes **55** minutes long @ 4 times per week; Teachers teach 5 on 7 with floating prep + floating NTP; **1580** instructional minutes for students; **1140** instructional minutes for teachers; Tutoring 3 days/wk for students

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
PERIOD 1 **8:00-8:55**	**PERIOD 7** **8:00-8:55**	**PERIOD 5** **8:00-8:55**	**PERIOD 4** **8:00-8:55**	**PERIOD 2** **8:00-8:55**
PERIOD 2 **9:00-9:55**	**PERIOD 1** **9:00-9:55**	**PERIOD 6** **9:00-9:55**	**PERIOD 5** **9:00-9:55**	**PERIOD 3** **9:00-9:55**
RECESS *9:55-10:10*	*RECESS* *9:55-10:10*	*RECESS* *9:55-10:10*	*RECESS* *9:55-10:10*	*RECESS* *9:55-10:10*
PERIOD 3 **10:15-11:10**	**PERIOD 2** **10:15-11:10**	**PERIOD 7** **10:15-11:10**	**PERIOD 6** **10:15-11:10**	**PERIOD 4** **10:15-11:10**
PERIOD 4 **11:15-12:10**	**ADVISORY** **11:15-11:35**	**PERIOD 1** **11:15-12:10**	**ADVISORY** **11:15-11:35**	**PERIOD 5** **11:15-12:10**
LUNCH *12:10-12:40*	*LUNCH* *11:35-12:05*	*LUNCH* *12:10-12:40*	*LUNCH* *11:35-12:05*	*LUNCH* *12:10-12:40*
PERIOD 5 **12:45-1:40**	**PERIOD 3** **12:10-1:05**	**PERIOD 2** **12:45-1:40**	**PERIOD 7** **12:10-1:05**	**PERIOD 6** **12:45-1:40**
PERIOD 6 **1:45-2:40**	**PERIOD 4** **1:10-2:05**	**PERIOD 3** **1:45-2:40**	**PERIOD 1** **1:10-2:05**	**PERIOD 7** **1:45-2:40**
5	*COLLABORATION* *2:10-2:55*	*TUTORING* *2:40-2:55*	*COLLABORATION* *2:10-2:55*	*TUTORING* *2:40-2:55*

Updated as of 11/22/2010

312

Kalaheo High

Trend Report: Educational and Fiscal Accountability

School Report for School Year 2009-2010

A Guide to Understanding Trend Reports explains the educational and fiscal measures and lists schools in each of the 42 complexes for school year 2009-10. 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	#	#	%	#	%	#	%	%
2007-2008	922	123	13.3%	20	2.2%	204	22.1%	na
2008-2009	884	111	12.6%	35	4.0%	211	23.9%	na
2009-2010	859	102	11.9%	28	3.3%	187	21.8%	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	%	%	%	#
2007-2008	62	80.6%	9.1	39%	72%	38.7%	na
2008-2009	60	93.3%	9.4	48%	76%	41.7%	na
2009-2010	56	98.2%	10.4	63%	85%	42.9%	na

Academic Achievement

Hawaii State Assessment Standards-Based	Reading % Proficient by Grade Level							Math % Proficient by Grade Level						
School Year	3	4	5	6	7	8	10	3	4	5	6	7	8	10
2007-2008	na	na	na	na	na	na	75.4	na	na	na	na	na	na	56.7
2008-2009	na	na	na	na	na	na	77.0	na	na	na	na	na	na	44.5
2009-2010	na	na	na	na	na	na	73.3	na	na	na	na	na	na	50.2

Hawaii State Assessment Standards-Based	Science % Proficient by Grade Level					
School Year	4	5	6	7	10	11
2007-2008	na	na	na	na	--	34.0
2008-2009	na	na	na	na	--	36.2
2009-2010	na	na	na	na	36.7	--

TerraNova Assessment National sample scoring at Average & above = 77		Reading % Average & Above							Math % Average & Above						
School Year	Grade Level	3	4	5	6	7	8	10	3	4	5	6	7	8	10
2007-2008		na	na	na	na	na	na	82.1	na	na	na	na	na	na	84.2
2008-2009		na	na	na	na	na	na	81.0	na	na	na	na	na	na	83.4
2009-2010		na	na	na	na	na	na	77.9	na	na	na	na	na	na	80.3

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

Updated as of 11/22/2010

Academic Achievement (continued)

School Year	Proportion Ready for Kindergarten	Retention Rate %			Dropout Rate % (4-year rate)	Graduate On-Time %	Others %
		Elementary	Middle	Grade 9			
2007-2008	na	na	na	11.4%	12.7%	85.0%	2.3%
2008-2009	na	na	na	12.7%	8.7%	89.3%	2.0%
2009-2010	na	na	na	8.6%	24.6%	73.8%	1.6%

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
2007-2008	na	89.9%	na	18	na	9	na	20
2008-2009	na	88.7%	na	23	na	6	na	11
2009-2010	na	90.6%	na	24	na	1	na	21

School	Facilities Inspection	Persistently Dangerous Schools (NCLB)	Workers' Compensation Claims		Student and Teacher Perceptions on School Quality Survey		Transition from home/preschool to Kindergarten
School Year	Passed?	Yes/No	Total # of claims	% of claims resulting in loss-time	Positive Responses % of student	Positive Responses % of teacher	School mean (range 1-3)
2007-2008	Yes	No	8	62.5%	39.7%	66.9%	na
2008-2009	Yes	No	5	40.0%	40.1%	75.0%	na
2009-2010	Yes	No	7	14.3%	40.1%	75.0%	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
2007-2008	--	--	--	82.5%	--	102
2008-2009	44	805	91.1%	85.4%	90	387
2009-2010	--	--	--	87.1%	59	491

Fiscal Accountability

	State General Funds				Significant Budget Changes*
School Year	School Salaried Payroll	Allocation Excluding School Salaried Payroll	Expended	Carryover	
2007-2008	$5,380,063	$841,644	$795,188	$46,456	none
2008-2009	$5,555,912	$659,064	$653,722	$5,342	none
2009-2010	$4,825,336	$452,327	$429,333	$22,994	none

*Explanation of Significant Budget Changes

Marie Samudio/KALAHEOH/HIDOE
03/10/2011 12:04 PM

To rgaleon@hsta.org
cc Susan Hummel/KALAHEOH/HIDOE@HIDOE
bcc
Subject Contract exception

Dear Randall

The faculty held a secret ballot vote Feb 25-March 3, 2011, that resulted in active faculty members casting a ballot with 66 2/3% or higher affirmative vote to change the school bell schedule. Affirmative vote was 79%.

Sorry for the late notice!

Marie Samudio, Head Rep