

Proposed Policy Structure

The proposed policy structure is aligned with the strategic plan goals and it is guided by the “ends policies” which are policies that envision the outcomes that the Board is seeking for the educational system. The proposed policy structure also includes “means policies” which set forth the methods for achieving and/or maintaining those outcomes. There is also included a monitoring column which would set forth the compliance measures for each board policy.

To the extent possible, the “means policies” include a rationale that sets forth the reasons or basis for the means policy. The rationale provides the purpose and lends guidance to the interpretation, implementation and future revision of the means policies.

Please note that all policy numbers, titles and substance noted below remain subject to approval by the Board of Education. The chart below serves only as an example of the overarching structure of the policies.

The proposed policy structure is noted below.

Strategic Plan Goal	Ends Policies	Means Policies	Monitoring
	Philosophy	E-1	
	Mission, Vision, Values	E-2	
1	Student Success	E-100	
1A	Whole Student Development	E-101	
	-	101.1 Student Code of Conduct	
	-	101.2 Character Education	
	-	101.3 Civic Engagement	
	-	101.4 Community Sponsored Activities	
	-	101.5 Guidance, Counseling and Related Services	
	-	101.6 Comprehensive Student Support System	

	-	101.7 School Climate and Discipline	
	-	101.8 Extended Learning Opportunities	
	-	101.9 School-Sponsored Student Publications	
	-	101.1 School Service	
	-	101.11 Approved High School Sports	
	-	101.12 Academic Requirements for Participation in Co-Curricular Activities	
	-	101.13 Controversial Issues	
1B	Academic Mastery and Assessment	E-102 -	
	-	102.1 Effective Schools Reporting	
	-	102.2 K-12 Literacy	
	-	102.3 Content and Performance Standards	
	-	102.4 Diverse Stakeholder Inclusion in the Development of Content and Performance Standards	
	-	102.5 Comprehensive Assessment and Accountability System	
	-	102.6 Public Access to Assessment Data	
	-	102.7 Recruitment and Testing of Students by Private Schools and Other Agencies	
	-	102.8 Student Promotion	
	-	102.9 Middle Level Education Promotion	
	-	102.1 Educational Research and Evaluation	
	-	102.11 Pilot and Innovative Projects	
	-	102.12 Reporting Student Progress and Achievement	
	-	102.13 Credits	
	-	102.14 Homework	
	Health & Wellness	E-103 -	

	-	103.1	Health and Wellness	
	-	103.2	Student Health Services	
	-	103.3	Emergency Care for Sick or Injured Students	
	-	103.4	School-based health centers	
	-	103.5	Sexual Health Education	
	-	103.6	School Food Services	
	-	103.7	Competitive Food Sales	
	-	103.8	Prophylactics in the Public Schools	
	Graduates Ready for Life/ Lifelong Learners	E-104	-	
		104.1	Graduation and Related	
	-	104.2	Culturally Relevant Curricula	
	-	104.3	Graduation Honors Recognition	
1C	Broad-based Curriculum	E-105	-	
		105.1	Academic Program	
	-	105.2	Responsibility for Curriculum Development and Implementation	
	-	105.3	Curriculum	
	-	105.4	Instructional Materials	
	-	105.5	Gifted and Talented	
	-	105.6	Career and Technical Education	
	-	105.7	Hawaiian Education Programs	
	-	105.8	Ka Papahana Kaiapuni	
	-	105.9	Fine Arts Program	
	-	105.1	Programs and Services for Secondary Non-Traditional Students	
	-	105.11	Pregnant/Parenting Students	
	-	105.12	Special Education and Related Services	
	-	105.13	Inclusion	

	-	105.14	Language in Education (ELL/Bilingual)	
	-	105.15	Field Trips and Student Travel	
	-	105.16	Environmental Literacy	
	-	105.17	Civics Education	
1C	Supports for Effective Learning	E-106	-	
		106.1	School Calendar	
	-	106.2	Class Size	
		106.3	Admission and Attendance	
		106.4	Dress Code and School Uniforms	
		106.5	Focus on Students	
			Students' School Day	
2	Staff Success	E-200		
		-	Collective Bargaining	
		-	Personnel Relations and employee Benefits	
?	High Performing Employees	E-201	-	
	-	201.1	Employee Code of Ethics	
	-	201.2	Accountability of Employees	
	-	201.3	Employee, Contractor, & Volunteer Ethics and Conflict of Interest	
	-	201.4	Leaves of Absence	
2B/2C	Highly Effective School Administration (Strong, Visible School Leadership)	E-202	-	
	-	202.1	School Leadership	

	-	202.2	School Year for Principals	
	-	202.3	School Year for Vice Principals	
	-	202.4	Principal Performance Evaluation	
2B	Highly Effective Teaching	E-203	-	
	-	203.1	Duties and Responsibilities of Teachers	
	-	203.2	Developmentally-Appropriate Teaching Strategies	
	-	203.3	Classroom Management	
	-	203.4	Teacher Performance Evaluation	
	-	203.5	Substitute Teachers	
	-		Duties and Responsibilities of Grade Level and Curriculum Department Chair	
	-		Hawaiian Language Fluency	
2A	Hiring, Training and Retention of Employees	E-204	-	
	-	204.1	Teacher Recruitment, Retention, and Employment	
	-	204.2	Educational Officer Appointment and Probation	
	-	204.3	Personnel Development	
	-	204.4	Employee Certification	
	-	204.5	Compensation and Classification	
	-	204.6	Department of Education Housing	
	-	204.7	Department of Education New Employee Orientation Program	
	-	204.8	Department of Education Employee Dress Code	
	-	204.9	Strike Situation	
	-	204.1	Personnel Relations	

	-	204.11 Student Teachers from Out-of-State Universities	
	-	Payroll	
3	Effective Systems of Support	E-300	
3A	Facilities and Technology	E-301	-
	-	301.1 Facilities Standards	
	-	301.2 Creating Communities of Learners	
	-	301.3 Use of School Buildings, Facilities and Grounds	
	-	301.4 School Lavatories	
	-	301.5 Use of School Equipment	
	-	Internet Access	
	-	301.6 Internet Use	
	-	301.7 Employee Electronic Communication and Technology Use and Access	
	-	301.8 Naming of Schools and School Facilities	
	-	301.9 Sustainability and Environmental Stewardship	
	-	School Facilities and Support Services – General	
	-	Custodial Services	
	Transportation	E-302	-
	-	302.1 Student Transportation	
		School Owned Buses	
		Use of Private Vehicles to Transport Students	

3B	Financial Systems, Business Processes and Organizational Resources	E-303	-	
	-	303.1	DOE Budgets	
	-	303.2	DOE's Budget Public Input Required	
	-	303.3	DOE Program Evaluations	
	-	303.4	Federal Funds	
	-	303.5	Capital Improvement Program	
	-	303.6	Carryover Funds	
	-	303.7	Personal Services Contracts	
	-	303.8	Real Estate Transaction	
	-	303.9	Collecting Third Party Dues and Assessments	
	-	303.1	Fee for service	
	-	303.11	After School Plus (A+) Fees	
	-	303.12	Commercialism	
	-	303.13	Sale of Merchandise	
	-	303.14	Inventory	
	-	303.15	Disposals/Transfers	
	-		Use of Program or Project Funds	
	-		Fiscal Accountability for All Funds	
	-		Purchasing and Disbursement	

3C	Communications (Family and Community Engagement)	E-304	-	
	-	304.1	E Komo Mai	
	-	304.2	Family and Community Engagement	
	-	304.3	Open Communication	
	-	304.4	Department of Education Data information Availability and Access	
	-	304.5	Public Complaints	
	-		News Releases	
	Safe Schools, Safe Students	E-305	-	
	-	305.1	Student Safety and Welfare	
	-	305.2	Safe workplace	
	-	305.3	Safe Schools	
	-	305.4	Use of Force	
	-	305.5	Cooperation with Law Enforcement Agencies	
	-	305.6	Closing Schools in the Event of Disaster and/or other Emergencies	
	-		Bomb Threats	
	-	305.7	Alcohol and Illicit Drug Use	
	-	305.8	Youth Gangs	
	-	305.9	Practice of Hazing Students	
	-	305.1	Anti-Harassment, Anti-Bullying, and Anti-Discrimination Against Student(s) by Employees	
	-	305.11	Classroom and Laboratory Safety	
	Board of Education Governance	E-400	-	
	-	400.1	BOE Roles & Responsibilities	
	-	400.2	Policies & Policy-Setting	

	-	BOE Monitoring	
	-	400.3 Implementation of Board of Education Policy	
	-	400.4 Budget Restrictions & Reductions	
	-	400.5 Public Board of Education	
	-	400.6 Involvement of SACs, Library Adv. Commission & HI State Student Council	
	-	400.7 Relationship of BOE members w/ DOE and Library System Personnel	
	-	400.8 Board of Education Student Member Selections	
	-	Establishment of the Board of Education	
	-	Authority & Responsibility	
	-	Effective Board Member practices	
	-	Committees of the BOE	
	Department of Education	E-500 -	
	-	500.1 Organization of the Department	
	-	500.2 Plan of Organization	
	-	500.3 Employment of the Superintendent of Education	
	-	500.4 Duties and Responsibilities of Supt.	

-	500.5	Evaluation of the Superintendent of Education and the State Librarian	
-	500.6	Salaries of Subordinate Sups.	
-	500.7	Temporary Assumptions of the Supt's Office Due to Absence or Illness	
-	500.8	Accreditation of Schools	
-	500.9	Establishment of Complex Areas	
-	500.1	Functions of District Offices	
-	500.11	School Attendance Areas	
-	500.12	Geographic Exceptions to the Mandatory School Attendance Law	
-	500.13	Pre-School	
-	500.14	Pre-Kindergarten and Kindergarten	
-	500.15	Community Schools Model	
-	500.16	Middle Level Education	
-	500.17	High School Education	
-	500.18	Summer School Programs	
-	500.19	School Community Councils	
-	500.2	School Community Council Waivers and School Community Council Exceptions	
-	500.21	Student Information and Confidential Records	
-	500.22	School Visitations by non-School Personnel	
-	500.23	Solicitations by Department Personnel and Students	

	-	500.24	Opening and Closing Hours of School	
	-	500.25	Establishment of Articulated School Complexes	
	-	500.26	New Student Orientation	
	-	500.27	[Multi-Track Year-Round Education]	
	-	500.28	[Application & Allocation of Financial Resources]	
	-	500.29	[Solicitations by Non-Department Personnel]	
	-		Dept Authority	
	-		Establishment of Office of Superintendent	
	-		Position Charts	
	-		Duties and Responsibilities of Dep Supt.	
	-		School Organization	
	Libraries	E-600	-	
	-	600.1	Collection Development	
	-	600.2	Hawaii State Public Library System Budgets	
	-	600.3	Hawaii State Public Library System Safe Workplace	
	-	600.4	Naming of Hawaii State Public Library Facilities	
	-	600.5	Hawaii State Public Library System Internet Acceptable Use	
	Charter Schools	E-700	-	
	-	700.1	Board Appointment of Charter School Review Panel Members	
	-	700.2	Charter Schools Appeals	
	Adult Schools	E-800	-	
	-	800.1	Content Standards for Adult Community Schools	
	Legal Requirements, Implementation and Limitations	E-900	-	
	-	900.1	Applicant and Employee Non-Discrimination	
	-	900.2	Copyright	
	-	900.3	Religion and Public Schools	

	-	900.4 Gender Equity in Education	
	-	900.5 Rights of Students Who Are Deaf, Hard of Hearing, or Deaf-Blind	
	-	900.6 Student Rights and Due Process	