SCHOOL YEAR 2015-2016 – EXCEPTION REVIEW COMMITTEE
SUBMISSION ROUND 3 – SUMMARY

The table below documents the waiver / exception requests submitted by School Community Councils for School Year 2015-16 and the votes of the members of the Exception Review Committees. Requests are in alphabetical order.

Please note there are multiple submission rounds; schools may submit requests for consideration later in the year.

Approvals:

Topic	School	Complex Area	Strive HI Status	Waiver/ Exception	Type	BOE Designees	HSTA	HGEA
School Schedule - Kindergarten	Haiku Elementary School	MAU-BKM	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - Professional Development	Haiku Elementary School	MAU-BKM	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - Professional Development	Iao Intermediate School	MAU-BKM	Focus	Waiver – HRS 302A.251	New	Yes	Yes	Yes
BOE Policy 4520 GPA & Co-Curricular	Kahuku High and Intermediate School	WIN-CK	Continuous Improvement	BOE Policy 4520	Renewal	Yes	Yes	Yes
School Schedule	Kailua Elementary School	WIN-KK	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule	Kailua High School	WIN-KK	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - Professional Development	Kalama Intermediate School	MAU-BKM	Focus	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule	Keaau Middle School	HAW-KKP	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule	King Kekaulike High School	MAU-BKM	Focus	Exception – CBA, Article VI	New	Yes	No Decision	Yes
School Schedule - Professional Development	King Kekaulike High School	MAU-BKM	Focus	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule – Kindergarten	Kula Elementary School	MAU-BKM	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - Professional Development	Kula Elementary School	MAU-BKM	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes

	School	Complex Area	Strive HI Status	Waiver/ Exception	Type	BOE Designees	HSTA	HGEA
School Schedule - Kindergarten	Makawao Elementary School	MAU-BKM	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - Professional Development	Makawao Elementary School	MAU-BKM	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule	Niu Valley Middle School	HON-FKK	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - Professional Development	Nuuanu Elementary School	HON-KMR	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - Professional Development	Pukalani Elementary School	MAU-BKM	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - Kindergarten	Puu Kukui Elementary School	MAU-BKM	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - Professional Development	Puu Kukui Elementary School	MAU-BKM	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - Kindergarten	Waihee Elementary School	MAU-BKM	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - Professional Development	Waihee Elementary School	MAU-BKM	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - Kindergarten	Wailuku Elementary School	MAU-BKM	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - Professional Development	Wailuku Elementary School	MAU-BKM	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes

Disapprovals:

Topic	School	Complex Area	Strive HI Status	Waiver/ Exception	Type	BOE Designees	HSTA	HGEA
School Schedule - Kindergarten	Kihei Elementary School	MAU-BKM	Continuous Improvement Continuous	Waiver – HRS 302A.251	New	No	Yes	Yes
School Schedule - Kindergarten	Pomaikai Elementary School	MAU-BKM	Recognition	Waiver – HRS 302A.251	New	No	Yes	Yes

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Haiku Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Haiku Elementary School's SCC Waiver Request allowing the school to implement a Kindergarten schedule that does not meet the statutory requirement of a minimum of 1,525 weekly minutes during the first five days of the school year in order to transition students into Kindergarten.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

b. Previous action of the Board on the same or similar matter

In previous years, the BOE has approved some requests to implement school schedules that did not meet the statutory requirements, including Kalaheo High School.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

d. Arguments in support of the recommendation

Haiku Elementary School has requested approval to implement a Kindergarten schedule that does not meet the statutory requirement of a minimum of 1,525 weekly minutes of student instruction during the first five days of the school year in order to assess and transition students into Kindergarten.

The request is supported by the following arguments:

- Kindergarten students need to transition into a full day of instruction.
- Assessing students in their first year of school provides valuable baseline information to address their instructional needs.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School	Haiku School	Complex	Maui	Complex Area	Kekauli
Type	◉ New ○ Renewal	Strive HI Classification (SY14-15)		Continuous Improvement	

Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- [x] *School Schedule - HRS 302A-251: Minimum student learning time* Two separate request attached
- [ ] *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- [ ] *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- [ ] *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- [ ] *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- [ ] *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- [ ] *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- [ ] *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [ ] *Other*

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

SY15-16 thru SY20-21

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	1125	Meeting Type	Principal Mtg	Outcome	7 out 7 Principals in favor
Date	12/4	Meeting Type	SCC	Outcome	All members approved
Date	12/1(	Meeting Type	Faculty	Outcome	Discussed
Date	1/21	Meeting Type	Faculty	Outcome	Agreed to waiver dates-consensus
Date	1/28	Meeting Type	Faculty	Outcome	Agreed to Kindg waiver-consensus
Date	1/28	Meeting Type	SCC	Outcome	All members approved
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	Haiku Schooll is requesting five Waiver Days for the school year 2015-2016. Student learning time for Kindergarten students will be reduced by 30 hours. Students will be in school for 175 days instead of 180 days. A transition for Kindergarten has been the practice at Haiku and has been reduced from 10 to 7 and now 5 days. The request needs to be made because Kindergarten is now mandatory and instructional minutes need to be met.
Why is the school not able to, or requesting not to, meet the statutory requirements?	Haiku School is requesting not to meet the statutory requirements because it is imperative to provide transition for students who have not been in a structured environment. Parents are also provided with an orientation on the first day. It provides parents the opportunity to partner with the school to ensure their children's smooth transition from a either home or
How will time be better used to support student success?	These Waiver Days will provide Kindergarten families, the needed support to transition their children into a public school environment.
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	Classroom behavior, as reported by teachers are minimal when families are oriented into the school procedures. Classroom procedures and routines are reviewed which provides more long term learning time.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	Parent Feedback, School Quality Survey

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	Haiku School is requesting five Waiver Days for the school year 2015-2016. Student learning time for Kindergarten students will be reduced by 30 hours. Students will be in school for 175 days instead of 180 days. A transition for Kindergarten has been the practice at Haiku and has been reduced from 10 to 7 and now 5 days. The request needs to be made because Kindergarten is now mandatory and instructional minutes need to be met.
Why is the school not able to, or requesting not to, meet the statutory requirements?	Haiku School is requesting not to meet the statutory requirements because it is imperative to provide transition for students who have not been in a structured environment. Parents are also provided with an orientation on the first day. It provides parents the opportunity to partner with the school to ensure their children's smooth transition from a either home or
How will time be better used to support student success?	These Waiver Days will provide Kindergarten families, the needed support to transition their children into a public school environment.
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	Classroom behavior, as reported by teachers are minimal when families are oriented into the school procedures. Classroom procedures and routines are reviewed which provides more long term learning time.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	Parent Feedback, School Quality Survey

School	Complex Area	Complex
Haiku School	Maui— BKM	Kekaulike

School Community Council

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.)

Role	Signature	Date
Administration		12/5/2014
Community Representative(s)	Alison Fahlbusch	1/22/14
Parent Representative(s)		1/22/15
Student Representative(s)	Beatrice Thompson Linda Schmitt	1/22/15
Non-certificated Staff Representative(s)		1/22/15
Teacher Representative(s)	T. Halustroh	1/22/15
	T Brown	1/22/15

Complex Area Superintendent (CAS)

This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
Alvin Shima		2-2-15

Instructions:

- Schools must send the a) *Request Form*, b) *Signature Page*, and c) a copy of the *HSTA Process Check email* to their CAS.
- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

Haiku School's Waiver Request Information

Alicia Jacobson to: enagamine 01/29/2015 11:10 AM

Cc: Desiree Sides, rcamacho

Aloha,

Please be advised that Haiku School put the Kindergarten waiver days to a staff vote. The results are listed below.

2 additional PD days (100% affirmative vote)
5 days for Kindergarten Transition (93% affirmative vote)

Let me know if you have any questions or need additional information.

Yours respectfully,
Alicia S. Jacobson
Haiku Elementary

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Haiku Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Haiku Elementary School's SCC Waiver Request allowing the school to implement a schedule that does not meet the statutory requirement of implementing a school year of 180 days in order to provide two days of professional development for their teachers.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

b. Previous action of the Board on the same or similar matter

None.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

d. Arguments in support of the recommendation

Haiku Elementary School has requested approval to implement a schedule that does not meet the statutory requirement of a school year of 180 days in order to provide two days of professional development for their teachers in coordination with other schools in the Kekaulike Complex.

The request is supported by the following arguments:

- Professional development is required to address successful implementation of statewide initiatives such as the Educator Effectiveness System (EES), Response to Intervention (RTI), Science, Technology, Engineering and Mathematics (STEM), Accreditation, and Common Core.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School	Haiku School	Complex	Maui	Complex Area	Kekauli
Type	◉ New ○ Renewal	Strive HI Classification (SY14-15)		Continuous Improvement	

Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- ☐ *School Schedule - HRS 302A-251: Minimum student learning time*
- ☐ *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- ☐ *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- ☐ *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- ☐ *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- ☐ *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- ☐ *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- ☐ *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- ☐ *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- ☑ *Other* 2 Professional Development for K-12 Complex Articulation

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

SY15-16 thru SY 2020

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	1125	Meeting Type	Principal Mtg	Outcome	7 out 7 Principals in favor
Date	12/4	Meeting Type	SCC	Outcome	All members approved
Date	12/1(	Meeting Type	Faculty	Outcome	Discussed
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Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	We would like to build a K-12 Construct with the other schools in our complex by requesting to have 2 additional PD Days.
Why is the school not able to, or requesting not to, meet the statutory requirements?	Haiku School is requesting not to meet the statutory requirements because we are at a point in our Complex to addres the K-12 Continuum for all students to be successful.
How will time be better used to support student success?	The school will provide PD for teachers to work with other schools in the complex to provide a K-12 constructo to support college and career ready students.
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	Students will be afforded high quality, relevant instruction that is consistent throughout the complex. Teachers will participate in PD to improve teaching strategies thus improving student achievement.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

School	Complex Area	Complex
Haiku School	Maui– BKM	Kekaulike

School Community Council

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.)

Role	Signature	Date
Administration		12/5/2014
Community Representative(s)		1/22/14
Parent Representative(s)		1/22/15
Student Representative(s)		1/22/15
Non-certificated Staff Representative(s)		1/22/15
Teacher Representative(s)	T. Halustroh	1/22/15
	T Brown	1/22/15

Complex Area Superintendent (CAS)

This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date

Instructions:

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- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

Haiku School's Waiver Request Information

Alicia Jacobson to: enagamine 01/29/2015 11:10 AM

Cc: Desiree Sides, rcamacho

Aloha,

Please be advised that Haiku School put the Kindergarten waiver days to a staff vote.
The results are listed below.

2 additional PD days (100% affirmative vote)
5 days for Kindergarten Transition (93% affirmative vote)

Let me know if you have any questions or need additional information.

Yours respectfully,
Alicia S. Jacobson
Haiku Elementary

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Iao Intermediate School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Iao Intermediate School's SCC Waiver Request allowing the school to implement a schedule that does not meet the statutory requirement of implementing a school year of 180 days in order to provide two days of professional development for their teachers.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

b. Previous action of the Board on the same or similar matter

None.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

d. Arguments in support of the recommendation

Iao Intermediate School has requested approval to implement a schedule that does not meet the statutory requirement of a school year of 180 days in order to provide two days of professional development for their teachers in coordination with other schools in the Baldwin Complex.

The request is supported by the following arguments:

- Professional development is required to address successful implementation of statewide initiatives such as the Educator Effectiveness System (EES), Response to Intervention (RTI), Science, Technology, Engineering and Mathematics (STEM), Accreditation, and Common Core.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School	Iao School	Complex	Baldwin	Complex Area	BKM
Type	◉ New ○ Renewal	Strive HI Classification (SY14-15)		Focus	

Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- [x] *School Schedule - HRS 302A-251: Minimum student learning time*
- [ ] *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- [ ] *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- [ ] *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- [ ] *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- [ ] *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- [ ] *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- [ ] *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [ ] *Other*

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

SY 15-16

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	Iao Intermediate School, along with all other schools in Baldwin Complex request 2 full school days of student learning time to be reassigned as professional learning days for teachers. This request is for 2 days less learning time for students in Baldwin Complex in the SY 15-16. Dates requested are: July 29, 2015 and January 6, 2016
Why is the school not able to, or requesting not to, meet the statutory requirements?	In BKM Complex Area, Iao School is one of 3 Focus Schools. Iao's status is due to low index score of 97 in SY12-13. Iao School is a Title One School and had a Math growth of 41 in SY 13-14. Iao School has high rates of suspension (52 students at risk with more than 10 days suspension in the first semester of SY 14-15.
How will time be better used to support student success?	Professional development on mandated and Acfin related training focusing on the 6 strategies for school improvement: implementation of common core state standards, CSSS, EES, Data Teams and Formation, Induction and Mentoring, ART, including lesson studies, gap analysis of instructional resources, inclusion practices, disciplinary literacy, student intervention and
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	There are positive trends at Iao School - Increase of 55 Index Points from SY 12-13 to SY13-14 in STRIVE HI Achievement in Reading, Math and Science all trending up Current Gap rate improving Reading Growth increased from 42 in SY 12-13 to 51 in SY 13-14. Participating in developing Vision of Curriculum, Assessment, Instruction and Learning Environment and actively developing and implementing RTI program with Dr. Victoria Bernhardt.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	N/A

PARENT-TEACHER CONFERENCES - DOE Regulation 4510.3 Released Time for Conferences

SUMMARIZE YOUR REQUEST: How does the school propose scheduling parent-teacher conferences? N/A

Required data: The Superintendent requires that the school conduct a parent survey to demonstrate parent support for this request.

# of Surveys Distributed

Surveys returned

in favor

not in favor

undecided

How will this serve to support student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

OTHER

SUMMARIZE YOUR REQUEST: What is the subject of the waiver or exception?	N/A
What will the school implement if the request is approved?	
How will this serve to improve student learning and outcomes?	
If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

School	Complex Area	Complex
Iao School	Baldwin Kekaulike Maui	Baldwin

School Community Council
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.)

Role	Signature	Date
Administration	Norma Baruga	2/3/2015
Community Representative(s)	Grace Karen Tan	2/3/2015
Parent Representative(s)	[illegible]	2/3/15
Student Representative(s)	Jordyn Nivra	2/3/2015
Non-certificated Staff Representative(s)	Cindy Abra	2/3/2015
Teacher Representative(s)	[illegible]	2/3/2015

Complex Area Superintendent (CAS)
This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
Alvin Shima	Alvin Shima	2-3-15

Instructions:

- Schools must send the a) *Request Form*, b) *Signature Page*, and c) a copy of the *HSTA Process Check email* to their CAS.
- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

Iao Waiver request

Larry McCarty to: cchang 02/03/2015 01:06 PM

see attached

SY15-16 SCC Waiver Exception - Request Iao.pdf

Larry

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Larry McCarty

Technology Coordinator
Iao School
http://iaoschool.org GAFE tc@iaoschool.org
(808) 984-5610 ext 226
Malama Pono

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STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Kahuku High and Intermediate School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Kahuku High and Intermediate School's SCC Waiver Request allowing the school to continue to require 2.3 as the minimum grade point average to be eligible to participate in co-curricular activities.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 4520 – The Board of Education is committed to the promotion of high academic achievement. Students participating in co-curricular activities must have at least an overall 2.0 grade point average (GPA) and be passing in courses required for graduation. "Participating," as used in this policy, does not include participation in rehearsals, practices, or tryouts. Activities which are essential and integral in any particular course are not affected by the policy.

b. Previous action of the Board on the same or similar matter

In previous years, the BOE has approved Kahuku High and Intermediate School's request to require 2.3 as the minimum GPA to be eligible to participate in co-curricular activities.

c. Other policies affected

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

d. Arguments in support of the recommendation

Kahuku High and Intermediate School has requested approval to continue to require 2.3 as the minimum GPA required to be eligible to participate in co-curricular activities, such as athletics.

The request is supported by the following arguments:

- 80% of Kahuku High and Intermediate School's students participate in co-curricular activities. The change in eligibility requirements will help motivate student athletes to focus on studies, as well as activities.
- School data shows a 5% decrease in students achieving less than 2.0 during first quarter grade checks. Second quarter data shows 92% of student athletes have a 2.3 and above GPA. Third quarter data shows 94% of student athletes have a 2.3 and above GPA.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School: Kahuku High and Int. | Complex: Kahuku | Complex Area: Castle/Kahuku

Type: ○ New ◉ Renewal | Strive HI Classification (SY14-15): Continuous Improvement

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Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- ☐ *School Schedule - HRS 302A-251: Minimum student learning time*
- ☐ *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- ☐ *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- ☐ *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- ☐ *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- ☐ *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- ☐ *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- ☐ *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- ☐ *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- ☑ *Other* Policy 4520 eligibility for co-curricular activities

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

sy 17-18

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	01/20/20	Meeting Type	School Communicy	Outcome	7 out of 7 members in favor of the change
Date	01/14/20	Meeting Type	Steering	Outcome	11 out of 12 members in favor of the change
Date	01/28/20	Meeting Type	Faculty	Outcome	120 out of 120 teachers in favor of the change
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	
Why is the school not able to, or requesting not to, meet the statutory requirements?	
How will time be better used to support student success?	
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST: How does the proposed schedule differ from contractual obligations?	
Why is the school not able to, or requesting not to, meet the contractual obligations?	
How will time be better used to support student and educator success?	
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

PARENT-TEACHER CONFERENCES - DOE Regulation 4510.3 Released Time for Conferences

SUMMARIZE YOUR REQUEST: How does the school propose scheduling parent-teacher conferences?

Required data: The Superintendent requires that the school conduct a parent survey to demonstrate parent support for this request.

# of Surveys Distributed

Surveys returned

in favor

not in favor

undecided

How will this serve to support student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

SCHOOL ATTENDANCE PROCEDURES - DOE School Attendance Procedures, Revised August 2001

SUMMARIZE YOUR REQUEST: What changes will the school implement if the request is approved?

Provide a comparison of chronic absenteeism data over a 3-year period.

SY12-13 | SY12-13 | SY14-15

Explain data trend over these years.

How will this serve to improve student learning and outcome?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

QUARTERLY GRADES - CBA Article VI, R: Evaluation of Students / Grading Preparation

SUMMARIZE YOUR REQUEST: When does the school proposed reporting quarterly grades?

How will this serve to improve student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

OTHER

SUMMARIZE YOUR REQUEST: What is the subject of the waiver or exception?	We are requesting to continue to require 2.3 as the minimum GPA required to be eligible to participate in co-curricular activities such as athletics.
What will the school implement if the request is approved?	Students who earn less than a 2.3 GPA during scheduled grade checks will be not be eligible to participate in co-curricular activities until the 2.3 requirement is met.
How will this serve to improve student learning and outcomes?	Eighty percent of KHIS students participate in co-curricular activities. The change in eligibility requirements will help motivate student athletes to focus on studies as well as activities.
If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	School data show a 5% decrease in students achieving less than 2.0 during 1st quarter grade checks. Second Quarter data show 92% of student athletes 2.3 and above. Third quarter data show 94% of student athletes at 2.3 and above.

School	Complex Area	Complex
Kahuku High and Intermediate School	**Kahuku Complex**	**Castle/Kahuku Complex**

School Community Council
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.)

Role	Signature	Date
Administration		4/6/15
Community Representative(s)	Marie L. Lod	4/06/15
Parent Representative(s)		4/6/15
Student Representative(s)		
Non-certificated Staff Representative(s)	Lelanya Koahanui	4/6/15
Teacher Representative(s)		4/6/15

Complex Area Superintendent (CAS)
This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
Lea E. Albert	Lea E. Albert	4.7.2015

Instructions:

- Schools must send the a) *Request Form*, b) *Signature Page*, and c) a copy of the *HSTA Process Check email* to their CAS.
- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

	Athletes	ARS	
DATA from 2013 – 2014			
1st Quarter	252	45	17.9%
2nd Quarter			
Fall Athletes	195	30	15.3%
Winter Athletes	238	58	24.4%
3rd Quarter			
Winter Athletes	238	28	11.8%
Spring Athletes	216	35	16.2%
4th Quarter			
Spring Athletes	209	46	22.0%
DATA from 2014 – 2015			
1st Quarter (2014 Final grades) <2.0	250	32	12.8%
2nd Quarter (1st Qtr grades)			
<2.0 Fall Athletes	192	15	7.8%
<2.3 Fall Athletes	192	40	20.8%
<2.3 Winter Athletes	244	36	14.8%
<1.7 Winter Athletes	244	10	3.8%
3rd Quarter (1st Semester grades)			
<2.3 Winter Athletes	200	13	6.5%
<1.7 Winter Athletes	200	3	1.5%
<2.3 Spring Athletes	238	20	8.4%
<1.7 Spring Athletes	238	14	5.9%

4520

4520

ACADEMIC REQUIREMENTS FOR PARTICIPATION IN CO-CURRICULAR ACTIVITIES POLICY

The Board of Education is committed to the promotion of high academic achievement. Students participating in co-curricular activities must have at least an overall 2.0 grade point average (GPA) and be passing in courses required for graduation. "Participating," as used in this policy, does not include participation in rehearsals, practices, or tryouts. Activities which are essential and integral in any particular course are not affected by the policy.

The Department of Education shall establish guidelines to implement this policy.

The Department shall provide the Board with an annual report on the status of policy implementation.

Approved: 8/85; Amended: 3/88 (renumbered), 8/97

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STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Kailua Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Kailua Elementary School's SCC Waiver Request allowing the school to implement a bell schedule that includes 335 minutes of other time. This request exceeds the contractual agreement of 310 minutes by 25 minutes.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

Contractual Bargaining Agreement, Work Time Distribution, CC 1. Self-Contained Classes, d. Three hundred ten (310) minutes to be used during the work week exclusively for:
(1) all faculty meetings
(2) departmental meetings
(3) grade level meetings
(4) curriculum meetings

(5) passing time
(6) opening and closing time
(7) recess
(8) homeroom
(9) scheduled activity periods on a voluntary basis
(10) study hall

b. Previous action of the Board on the same or similar matter

In previous years, the BOE has approved some requests to implement school schedules that did not meet Collective Bargaining Agreement requirements, including Stevenson Middle School.

c. Other policies affected

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

d. Arguments in support of the recommendation

Kailua Elementary School has requested approval to implement a schedule with 335 minutes of other time. This request exceeds the contractual agreement of 310 minutes by 25 minutes.

The request is supported by the following arguments:

- These Teacher Collaboration Time (TCT) meetings scheduled during the work day gives teachers the time they need for data driven discussions and instructional practices. Teachers follow the data team process in creating common formative assessments which are used to guide instruction.
- On March 11, 2015, the Western Association of Schools and Colleges (WASC) Self-Study Process and Visit was completed. The Visiting Team found that the school has a strong culture of collaboration and reflective dialogue among teachers. These data teams were considered a strength area. Teachers are able to implement common formative assessments and use the data to inform instruction. There is a need to expand collaboration across grade levels as well.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School	Kailua Elementary	Complex	Kalaheo	Complex Area	Kailua/Kalaheo
Type	○ New ○ Renewal	Strive HI Classification (SY14-15)	Continuous Improvement		

Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- ☐ *School Schedule - HRS 302A-251: Minimum student learning time*
- ☐ *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- ☐ *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- ☐ *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- ☐ *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- ☑ *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- ☐ *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- ☐ *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- ☐ *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- ☐ *Other* _____

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

SY15-16

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	12/15/2014	Meeting Type	SCC	Outcome	Positive discussion to take vote at next meeting
Date	01/26/2015	Meeting Type	SCC	Outcome	Consensus vote
Date	02/04/2015	Meeting Type	Faculty	Outcome	Consensus vote
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	
Why is the school not able to, or requesting not to, meet the statutory requirements?	
How will time be better used to support student success?	
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST: How does the proposed schedule differ from contractual obligations?	1)Teachers will have 25 less instructional minutes (1390) from the (1415) required minutes which will be used to increase meeting time by 25 minutes (335). 2) Teachers meet once a week in data teams to collaboratively look at student data and progress and plan for instruction.
Why is the school not able to, or requesting not to, meet the contractual obligations?	These TCT(Teacher Collaboration Time) meetings scheduled during the work day gives teachers the time they need for data driven discussions and instructional practices. Teachers follow the data team process in creating common formative assessments which are used to guide instruction.
How will time be better used to support student and educator success?	These TCT (Teacher Collaboration Time) meetings have been productive, as teachers are required to complete weekly plans during the meeting and record it into google documents. Teachers analyze student data as it relates to student learning objectives and make plans for student growth.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	We completed the WASC Self Study Process and Visit on March 11, 2015. The Visiting Team found that we have a strong culture of collaboration and reflective dialogue among teachers. These data teams were considered a strength area. Teachers are able to implement common formative assessments and use the data to inform instruction.There is a need to expand collaboration across grade levels as well.

PARENT-TEACHER CONFERENCES - DOE Regulation 4510.3 Released Time for Conferences

SUMMARIZE YOUR REQUEST: How does the school propose scheduling parent-teacher conferences?

Required data: The Superintendent requires that the school conduct a parent survey to demonstrate parent support for this request.

# of Surveys Distributed

Surveys returned

in favor

not in favor

undecided

How will this serve to support student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

SCHOOL ATTENDANCE PROCEDURES - DOE School Attendance Procedures, Revised August 2001

SUMMARIZE YOUR REQUEST: What changes will the school implement if the request is approved?

Provide a comparison of chronic absenteeism data over a 3-year period.

SY12-13 | SY12-13 | SY14-15

Explain data trend over these years.

How will this serve to improve student learning and outcome?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

QUARTERLY GRADES - CBA Article VI, R: Evaluation of Students / Grading Preparation

SUMMARIZE YOUR REQUEST: When does the school proposed reporting quarterly grades?

How will this serve to improve student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

OTHER

SUMMARIZE YOUR REQUEST: What is the subject of the waiver or exception?	
What will the school implement if the request is approved?	
How will this serve to improve student learning and outcomes?	
If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

Hawaii Department of Education - School Schedule Submission Form - School Year 2015-16

SCHOOL INFORMATION				
Complex Are	Kailua/Kalaheo	School Name	Kailua Elementary	Schedule Name (optional) (if needed to submit schedules for different gr
Complex	Kalaheo	School Code	308	
Additional Comments from principal (optional)	Teachers teach less than 1415 minutes by 25 minutes but it is made up in meeting times. This was voted and agreed upon by teachers to have TCT(Teacher Collaboration Time) for data team			

SUMMARY OF BELL SCHEDULE

This table wil autopopulate from the data you enter on the BELL SCHEDULE tab. Do NOT enter data here.

	Actual Minutes Scheduled per Week	STUDENT (Act 167/62)	Teacher (2013-17 Agreement)			
		Student LEARNING TIME*	TEACHER INSTRUCTIONAL TIME[1]	PREP TIME[2]	Lunch[3]	"Other TIME"[4]
Instructional Time	1525	1525	1390	n/a	n/a	n/a
Homeroom	0	0	n/a	n/a	n/a	0
Study hall	0	0	n/a	n/a	n/a	0
Opening	0	0	n/a	n/a	n/a	0
Closing	0	0	n/a	n/a	n/a	0
Recess	125	n/a	n/a	n/a	n/a	125
Passing	0	n/a	n/a	n/a	n/a	0
Meetings[5]	75	n/a	n/a	n/a	n/a	210
Lunch	150	n/a	n/a	n/a	150	n/a
Teacher Prep	225	n/a	n/a	225	n/a	n/a
TOTAL	n/a	1525	1390	225	150	335
REQUIREMENT	n/a	1525	1415	225	150	310
DIFFERENCE	n/a	0	-25	0	0	25

[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.

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

Monday				
Teacher Start Time		8:00 AM		
Student Start Time		8:00 AM		
Start	End	Min	Type	Desc. (Optional)
8:00 AM	9:45 AM	105	Instructional Time	
9:45 AM	10:00 AM	15	Recess	
10:00 AM	11:40 AM	100	Instructional Time	
11:40 AM	12:10 PM	30	Lunch	
12:10 PM	12:20 PM	10	Recess	
12:20 PM	2:15 PM	115	Instructional Time	
2:15 PM	3:00 PM	45	Teacher Prep	
		0		
		0		
		0		
		0		
		0		
		0		
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Student End Time		2:15 PM		
Teacher End Time		3:00 PM		

Tuesday				
Teacher Start Time				
Student Start Time				
Start	End	Min	Type	Desc. (Optional)
8:00 AM	9:45 AM	105	Instructional Time	
9:45 AM	10:00 AM	15	Recess	
10:00 AM	11:40 AM	100	Instructional Time	
11:40 AM	12:10 PM	30	Lunch	
12:10 PM	12:20 PM	10	Recess	
12:20 PM	2:15 PM	115	Instructional Time	
2:15 PM	3:00 PM	45	Teacher Prep	
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Student End Time		2:15 PM		
Teacher End Time		3:00 PM		

Wednesday				
Teacher Start Time				
Student Start Time				
Start	End	Min	Type	Desc. (Optional)
8:00 AM	9:45 AM	105	Instructional Time	
9:45 AM	10:00 AM	15	Recess	
10:00 AM	11:40 AM	100	Instructional Time	
11:40 AM	12:10 PM	30	Lunch	
12:10 PM	12:20 PM	10	Recess	
12:20 PM	1:00 PM	40	Instructional Time	
1:00 PM	1:45 PM	45	Teacher Prep	
1:45 PM	3:00 PM	75	Meetings	
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Student End Time		1:00 PM		
Teacher End Time		3:00 PM		

Thursday				
Teacher Start Time				
Student Start Time				
Start	End	Min	Type	Desc. (Optional)
8:00 AM	9:45 AM	105	Instructional Time	
9:45 AM	10:00 AM	15	Recess	
10:00 AM	11:40 AM	100	Instructional Time	
11:40 AM	12:10 PM	30	Lunch	
12:10 PM	12:20 PM	10	Recess	
12:20 PM	2:15 PM	115	Instructional Time	
2:15 PM	3:00 PM	45	Teacher Prep	
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Student End Time		2:15 PM		
Teacher End Time		3:00 PM		

Friday				
Teacher Start Time				
Student Start Time				
Start	End	Min	Type	Desc. (Optiona
8:00 AM	9:45 AM	105	Instructional Time	
9:45 AM	10:00 AM	15	Recess	
10:00 AM	11:40 AM	100	Instructional Time	
11:40 AM	12:10 PM	30	Lunch	
12:10 PM	12:20 PM	10	Recess	
12:20 PM	2:15 PM	115	Instructional Time	
2:15 PM	3:00 PM	45	Teacher Prep	
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Student End Time		2:15 PM		
Teacher End Time		3:00 PM		

Fw: Schedule exception request
Lanelle Hibbs to: Dan Miyamoto 04/07/2015 01:12 PM

Here is the email to HSTA.

----- Forwarded by Lanelle Hibbs/KAILUAE/HIDOE on 04/07/2015 01:09 PM -----

From: Caryn Rosen/KAILUAE/HIDOE
To: jparis@hsta.org,
Cc: rcamacho@hsta.org, Lanelle Hibbs/KAILUAE/HIDOE@HIDOE
Date: 04/07/2015 10:43 AM
Subject: Schedule exception request

To: Jodi Paris

The faculty at Kailua Elementary reached a consensus regarding our bell schedule and an affirmative decision for a contract exception request. This meeting was held on Wednesday, February 4, 2015. Our teacher instructional time is 25 minutes less than the required 145 minutes and our "other time" is 25 minutes more than the required 310 minutes. We agreed that our collaboration meeting time is necessary.

Respectfully submitted by,

Caryn Rosen

cc: Raymond Camacho

School	Complex Area	Complex
Kailua Elementary	Kailua-- Kalaheo	Kalaheo

School Community Council

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.)

WAIVER/EXCEPTION SIGNATURE

Role	Signature	Date
Administration	Lanelle [illegible]	3/23/15
Community Representative(s)	[illegible]	3/23/15
Parent Representative(s)	[illegible] [illegible]	3/23/15
Student Representative(s)	[illegible] [illegible]	3/23/15
Non-certificated Staff Representative(s)	Mary Wong [illegible]	3/23/15
Teacher Representative(s)	[illegible]	3/23/15
	[illegible]	3/23/15

Complex Area Superintendent (CAS)

This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
C. Suzanne Mulcahy	Suzanne Mulcahy	4/6/15

Instructions:

- Schools must send the a) *Request Form*, b) *Signature Page*, and c) a copy of the *HSTA Process Check email* to their CAS.
- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

Re: I have your schedule - need to verify other time
Lanelle Hibbs to: Dan Miyamoto 04/08/2015 05:25 PM
Cc: Caryn Rosen

Hi Dan,

It is not shown in the daily schedule but teachers have 135 minutes of data team meeting time. It does not affect the Student Learning Time. They have art music and PE but this happens weekly for each teacher. So 75+135= 210 "other time" minutes.

Aloha,
Lanelle Hibbs
Principal
Kailua Elementary School
lanelle_hibbs@notes.k12.hi.us
ph: 266-7878

Dan Miyamoto	Lanelle, I see 75 minutes a week for meetings in...	04/08/2015 05:05:25 PM

From: Dan Miyamoto/OIS/HIDOE
To: Lanelle Hibbs/KAILUAE/HIDOE@HIDOE,
Cc: Caryn Rosen/KAILUAE/HIDOE@HIDOE
Date: 04/08/2015 05:05 PM
Subject: Re: I have your schedule - need to verify other time

Lanelle,

I see 75 minutes a week for meetings in the schedule and that's on Wednesday. Is there a meeting time on another day? If it's only Wednesday I think your total "Other Time" is 200 minutes, recess 125 + Meetings 75, instead of 335 and your schedule is compliant. There may be an error in the excel template calculation for "meeting" time under "Other Time."

Thanks.

Dan Miyamoto
School Renewal & Redesign | Video Conferencing

Hawaii Department of Education
Office of Curriculum, Instruction and Student Support
dan_miyamoto@notes.k12.hi.us
(808) 305-9890

Lanelle Hibbs	Hi Dan, I did not save the document in a file. I pri...	04/07/2015 03:04:41 PM
Dan Miyamoto	Lanelle, I found your schedule. Misty sent it in a...	04/07/2015 11:47:32 AM

HSTA PROCESS CHECK LIST

IMPORTANT: The APC should complete and return this form to your UniServ Director, and attach copy of exception requested.

Name: Caryn Rosen Phone: 266-7878

E-mail: caryn_rosen@notes.k12.hi.us

Position on APC: X APC ___ Faculty Rep. ___ Grievance Rep.

School: Kailua Elementary

Step	Action Needed by APC **Please describe the contract exception:** Article VI-Teaching Conditions and Hours, Section CC, Worktime Distribution.	Completed Yes	Completed No
1	✓ A meeting with the faculty should be called by the APC to discuss exception, and achieve consensus. ✓ At least 48 hours notice should be given to faculty. ✓ The discussion should be open and collaborative, and reserved for Bargaining Unit 5 members only, to avoid appearance of undue influence. Date of mtg. February 4, 2015	X	
2	✓ If consensus reached, ***please check "YES" box and stop here.***	X	
3	✓ If no consensus has been reached, prepare a secret ballot for each exception requested. ✓ Make sure the ballot question is clearly worded.		
4	✓ Make the ballots available to all faculty members. ✓ Contact all BU 05 members on paid or unpaid leave informing them of the vote.		
5	✓ Notify the faculty of the voting deadline and provide for five (5) working days to cast their votes.		
6	✓ Have a roster to check off names for ballots. This helps to ensure all Bargaining Unit 5 members had opportunity to vote.		
7	✓ Count the votes after all ballots are in (including any ballots from teachers that are absent). ✓ Keep the ballot box in secure place until ready to count. ✓ Make sure you have a witness for the counting. ✓ Report the vote tallies to your UniServ Director. Vote Tally: Yes _____ No _____ Blank ____ Total votes cast _____ Percentage of votes in Affirmative: _____%		

Summarizing Compliance Thresholds

The DOE has updated its interpretation of the compliance thresholds based on feedback from the BOE and the Attorney General's office. Those updates are listed below in ***red*** and are more flexible than previous interpretations: if a schedule was in compliance with 14-15 interpretation, it remains in compliance with 15-16 interpretation.

		Student learning time	Teacher instructional time	Prep Time	Lunch	"Other" Time
Weekly Total Mins =		**1525 (El)/ 1650 (Sec)**	**1285 (Sec) /1415 (El)**	**225**	**150**	**310 (El) /440 (Sec)**
For SY14-15 schedules	**DOE's Interpretation**	*Minimum*	*Absolute*	*Minimum*	*Absolute*	*Absolute*
	Need Waiver /Exception if:	Under	Under or over	Under	Under or over	Under or over
For SY15-16 schedules	**DOE's Interpretation**	*Minimum*	*Maximum*	*Minimum*	*Minimum*	*Maximum*
	Need Waiver /Exception if:	Under	Over	Under	Under	Over

Reading the table:

Example: *For SY15-16, the requirement for teacher instructional time in a maximum, meaning if schedule instructional time is "over" 1285 (secondary) or 1415 (elementary), a contract exception is needed.*

A teacher may also be designated as a stand-by teacher-in-charge within a predetermined chain of command within the school consisting of employees who are designated to have authority and responsibility to assume administrative duties which normally would have been done by an administrator had he been on campus. A stand-by teacher-in-charge shall be paid a minimum of two (2) hours based on $2.50 per hour. Teachers shall be compensated for any additional hours beyond the minimum two (2) hours at the same rate. The Employer shall make every effort to reduce the frequency of assigning teachers-in-charge.

CC. WORK TIME DISTRIBUTION, WEEKLY TOTALS WITHIN THE 7-HOUR DAY, 5-DAY WEEK

1. Self-Contained Classes

a. Fourteen hundred fifteen (1415) minutes of instructional time per work week.

b. Two hundred twenty-five (225) minutes of preparation time per work week in blocks of not, less than forty-five (45) continuous minutes during the teachers' regular work day except as provided for in Article VI, Section X. 1- Preparation Periods.

c. One hundred fifty (150) minutes of duty free lunch periods per work week in blocks of not less than thirty (30) continuous minutes during the teachers' regular work day except as provided for in Article VI, Section Y- Duty Free Lunch Period.

d. Three hundred ten (310) minutes to be used during the work week exclusively for:

(1) all faculty meetings
(2) departmental meetings
(3) grade level meetings
(4) curriculum meetings
(5) passing time
(6) opening and closing time
(7) recess
(8) homeroom
(9) scheduled activity periods on a voluntary basis
(10) study hall

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Kailua High School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Kailua High School's SCC Waiver Request allowing the school to implement a bell schedule that includes 1,295 minutes of teacher instructional time. This request exceeds the contractual agreement of 1,285 minutes by ten minutes.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

Collective Bargaining Agreement Work Time Distribution, CC 2. Departmental Classes,
a. Twelve hundred eighty-five (1,285) minutes of instructional time per work week.

b. Previous action of the Board on the same or similar matter

None

c. Other policies affected

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

d. Arguments in support of the recommendation

Kailua High School has requested approval of 1,295 minutes of teacher instructional time a week, which is ten minutes over the contractual time of 1,285 minutes.

The request is supported by the following arguments:

- The school community would like to keep class size small so that teachers can individualize instruction to meet student needs. Small class size will allow teachers time to differentiate curriculum and work with individuals and small groups of students.
- The modified block schedule for SY 2015-16 allows students to focus on five classes each semester. In addition, Advanced Placement and performing arts courses are offered on an alternating schedule throughout the year; thereby, ensuring sufficient time for independent practice, research, and extended learning.
- At the end of SY 2012-13 and SY 2013-14, there was a 2% increase in the number of students receiving a grade of "C" or better and a 4% decrease in the amount of students receiving one or more "F"s from all classes. After reviewing data from semester one for the past three years, a continuous rise is anticipated in students receiving "C" or better at the end of this year.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School	Kailua High School	Complex	Kailua/Kalaheo	Complex Area	Kailua
Type	○ New ◉ Renewal	Strive HI Classification (SY14-15)		Continuous Improvement	

Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- [x] *School Schedule - HRS 302A-251: Minimum student learning time*
- [ ] *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- [ ] *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- [ ] *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- [ ] *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- [x] *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- [ ] *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- [ ] *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [ ] *Other*

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	1/14/15	Meeting Type	SLC	Outcome	Introduce renewal process
Date	2/4/15	Meeting Type	SLC	Outcome	PC Day-SLC reviewed; approved.
Date	2/4/15	Meeting Type	Faculty	Outcome	See attached Survey Results.*
Date	2/4/15	Meeting Type	Staff	Outcome	PC Day-Presented 15-16 bell schedule to staff. Discussion was held and questions/answers addressed. Staff voted and results were: 17 returned survey. 16 (94%) supports bell schedule. While 1 staff member (6%) did not support 15-16 bell schedule.
Date	2/12/15	Meeting Type	Students	Outcome	See attached Survey Results.***
Date	2/13/15	Meeting Type	Parents/Guardians	Outcome	See attached Survey Results.**
Date	3/12/15	Meeting Type	SCC	Outcome	Reviewed and discussed survey results of teachers, staff, parents, and students.
Date	3/27/15	Meeting Type	SCC	Outcome	SCC committee members completed signature page.
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	The bell schedule for SY 2015-16 does not meet the student learning time requirment of 1650 minutes weekly of the Hawaii Revised Statutes 302A -251 (Act 167-52). The renewal request for the bell schedule proposes 1295 minutes of instructional learning time. The difference is 145 minutes per week. We have adjusted morning recess on Wednesday by reducing it to 10 minutes and adding 10 minutes to instructional time. This change has increased the instructional minutes from 1285 to 1295.
Why is the school not able to, or requesting not to, meet the statutory requirements?	Kailua High School has a modified block schedule which allows teachers to have a 45 minute common preparation period after school for teacher planning. Maintaining small class size is very important to our students. By having a common preparation period instead of a "floating" preparation period, class size on average is 24-28 students.
How will time be better used to support student success?	With the modified block schedule, students are able to concentrate/focus on 5 classes a semester instead of 7 or 8 classes that are on a rotating schedule. Students earn 8.5 credits a year on our modified block schedule as opposed to 6 to 8 on a rotating schedule.
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	In addition to the modified block schedule, our schedule provides a directed study hall 4x a week with course teachers for targeted intervention or time to study. Alternating classes like AP and performing arts allow more practice and learning time for students throughout the school year.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	The percentage of students with grades C or better at the end of the first semester over the past 3 years has increased. SY 12-13, 46% of students received grades C or better. SY 13-14, increased to 49% and in SY 14-15, 58%. Over the past three years and increase of 12% of students received grades of C or better at the end of semester one.

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST: How does the proposed schedule differ from contractual obligations?	The bell schedule for SY 2015-16 meets the 7 hours work day, teacher prep time of 225 minutes a week, duty free lunch of 150 minutes a week. The differences for the proposed bell schedule is in teacher instructional time. Teachers will be teaching1295 minutes a week which is 10 minutes over the contractual time. Another difference is in the "Other Time". Instead of 440 minutes a week, teachers are short 10 minutes giving them only 430 minutes.
Why is the school not able to, or requesting not to, meet the contractual obligations?	The school community would like to keep class size small so that teachers can individualize instruction to meet student needs. Small class size will allow teachers time to differentiate curriculum and work with individuals and small groups of students.
How will time be better used to support student and educator success?	The modified block schedule for SY 2015-16 allows students to focus on 5 classes each semester. In addition, AP and performing arts courses are offered on an alternating schedule throughout the year; thereby, ensuring sufficient time for independent practice, research, and extended learning.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	At the end of SY 12-13 and SY 13-14, there was a 2% increase in the number of students receiving a grade of "C" or better and a 4% decrease in the amount of students receiving one or more "F"s from all classes. After reviewing data from semester one for the past 3 years, we anticipate a continuous rise in students recieving C or better at the end of this year.

PARENT-TEACHER CONFERENCES - DOE Regulation 4510.3 Released Time for Conferences

SUMMARIZE YOUR REQUEST: How does the school propose scheduling parent-teacher conferences? NA

Required data: The Superintendent requires that the school conduct a parent survey to demonstrate parent support for this request.

# of Surveys Distributed

Surveys returned

in favor

not in favor

undecided

How will this serve to support student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

SCHOOL ATTENDANCE PROCEDURES - DOE School Attendance Procedures, Revised August 2001

SUMMARIZE YOUR REQUEST: What changes will the school implement if the request is approved?	NA

Provide a comparison of chronic absenteeism data over a 3-year period.

SY12-13	SY12-13	SY14-15

Explain data trend over these years.	
How will this serve to improve student learning and outcome?	
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

QUARTERLY GRADES - CBA Article VI, R: Evaluation of Students / Grading Preparation

SUMMARIZE YOUR REQUEST: When does the school proposed reporting quarterly grades?	NA
How will this serve to improve student learning and outcomes?	
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

OTHER

SUMMARIZE YOUR REQUEST: What is the subject of the waiver or exception?	NA
What will the school implement if the request is approved?	
How will this serve to improve student learning and outcomes?	
If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

Hawaii Department of Education - School Schedule Submission Form - School Year 2015-16

SCHOOL INFORMATION				
Complex Area	Kailua	**School Name**	Kailua High School	**Schedule Name (optional) (if needed to submit schedules for different grade spans)**
Complex	Kailua-Kalaheo	**School Code**	309	
Additional Comments from principal (optional)				

SUMMARY OF BELL SCHEDULE

This table wil autopopulate from the data you enter on the *BELL SCHEDULE* tab. Do ***NOT*** enter data here.

	Actual Minutes Scheduled per Week	STUDENT (Act 167/52)	Teacher (2013-17 Agreement)			
		Student LEARNING TIME*	TEACHER INSTRUCTIONAL TIME[1]	PREP TIME[2]	Lunch[3]	"Other TIME"[4]
Instructional Time	1295	1295	1295	n/a	n/a	n/a
Homeroom	0	0	n/a	n/a	n/a	0
Study hall	160	160	n/a	n/a	n/a	160
Opening	25	25	n/a	n/a	n/a	25
Closing	25	25	n/a	n/a	n/a	25
Recess	90	n/a	n/a	n/a	n/a	90
Passing	75	n/a	n/a	n/a	n/a	75
Meetings[5]	55	n/a	n/a	n/a	n/a	55
Lunch	150	n/a	n/a	n/a	150	n/a
Teacher Prep	225	n/a	n/a	225	n/a	n/a
TOTAL	n/a	1505	1295	225	150	430
REQUIREMENT	n/a	1650	1285	225	150	440
DIFFERENCE	n/a	-145	10	0	0	-10

[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.

PROPOSED BELL SCHEDULE for SY 2015-16

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

Monday

Teacher Start Time 8:25 AM

Student Start Time 8:30 AM

Start	End	Min	Type	Desc. (Optional)
8:25 AM	8:30 AM	5	Opening	Opening
8:30 AM	9:38 AM	68	Instructio	Period 1
9:38 AM	9:43 AM	5	Passing	Passing
9:43 AM	10:47 AM	64	Instructio	Period 2
10:47 AM	11:07 AM	20	Recess	Wiki
11:07 AM	12:11 PM	64	Instructio	Period 3
12:11 PM	12:41 PM	30	Lunch	Lunch
12:41 PM	12:46 PM	5	Passing	Passing
12:46 PM	1:26 PM	40	Study Ha	Study Hall P1
1:26 PM	1:31 PM	5	Passing	Passing
1:31 PM	2:35 PM	64	Instructio	Period 4
2:35 PM	2:40 PM	5	Closing	Closing
2:40 PM	3:25 PM	45	Teacher	Tchr Prep

Student End Time 2:35 PM

Teacher End Time 3:25 PM

Tuesday

Teacher Start Time 8:25 AM

Student Start Time 8:30 AM

Start	End	Min	Type	Desc. (Optional)
8:25 AM	8:30 AM	5	Opening	Opening
8:30 AM	9:38 AM	68	Instruction	Period 1
9:38 AM	9:43 AM	5	Passing	Passing
9:43 AM	10:47 AM	64	Instruction	Period 2
10:47 AM	11:07 AM	20	Recess	Wiki
11:07 AM	12:11 PM	64	Instruction	Period 3
12:11 PM	12:41 PM	30	Lunch	Lunch
12:41 PM	12:46 PM	5	Passing	Passing
12:46 PM	1:26 PM	40	Study Hall	Study Hall P2
1:26 PM	1:31 PM	5	Passing	Passing
1:31 PM	2:35 PM	64	Instruction	Period 4
2:35 PM	2:40 PM	5	Closing	Closing
2:40 PM	3:25 PM	45	Teacher Pr	Tchr Prep

Student End Time 2:35 PM

Teacher End Time 3:25 PM

Wednesday

Teacher Start Time 8:25 AM

Student Start Time 8:30 AM

Start	End	Min	Type	Desc. (Optional)
8:25 AM	8:30 AM	5	Opening	Opening
8:30 AM	9:25 AM	55	Instructi	Period 1
9:25 AM	9:30 AM	5	Passing	Passing
9:30 AM	10:25 AM	55	Instructi	Period 2
10:25 AM	10:35 AM	10	Recess	Break
10:35 AM	11:15 AM	40	Instructi	Period 5 PTP/L
11:15 AM	11:45 AM	30	Lunch	Lunch
11:45 AM	11:50 AM	5	Passing	Passing
11:50 AM	12:45 PM	55	Instructi	Period 3
12:45 PM	12:50 PM	5	Passing	Passing
12:50 PM	1:40 PM	50	Instructi	Period 4
1:40 PM	1:45 PM	5	Closing	Closing
1:45 PM	2:40 PM	55	Meeting	Meetings
2:40 PM	3:25 PM	45	Teacher I	Tchr Prep

Student End Time 1:40 PM

Teacher End Time 3:25 PM

Thursday

Teacher Start Time 8:25 AM

Student Start Time 8:30 AM

Start	End	Min	Type	Desc. (Optional)
8:25 AM	8:30 AM	5	Openin	Opening
8:30 AM	9:38 AM	68	Instruct	Period 1
9:38 AM	9:43 AM	5	Passing	Passing
9:43 AM	10:47 AM	64	Instruct	Period 2
10:47 AM	11:07 AM	20	Recess	Wiki
11:07 AM	12:11 PM	64	Instruct	Period 3
12:11 PM	12:41 PM	30	Lunch	Lunch
12:41 PM	12:46 PM	5	Passing	Passing
12:46 PM	1:26 PM	40	Study H	Study Hall P3
1:26 PM	1:31 PM	5	Passing	Passing
1:31 PM	2:35 PM	64	Instruct	Period 4
2:35 PM	2:40 PM	5	Closing	Closing
2:40 PM	3:25 PM	45	Teache	Tchr Prep

Student End Time 2:35 PM

Teacher End Time 3:25 PM

Friday

Teacher Start Time 8:25 AM

Student Start Time 8:30 AM

Start	End	Min	Type	Desc. (Optional)
8:25 AM	8:30 AM	5	Opening	Opening
8:30 AM	9:38 AM	68	Instructio	Period 1
9:38 AM	9:43 AM	5	Passing	Passing
9:43 AM	10:47 AM	64	Instructio	Period 2
10:47 AM	11:07 AM	20	Recess	Wiki
11:07 AM	12:11 PM	64	Instructio	Period 3
12:11 PM	12:41 PM	30	Lunch	Lunch
12:41 PM	12:46 PM	5	Passing	Passing
12:46 PM	1:26 PM	40	Study Ha	Study Hall P4
1:26 PM	1:31 PM	5	Passing	Passing
1:31 PM	2:35 PM	64	Instructio	Period 4
2:35 PM	2:40 PM	5	Closing	Closing
2:40 PM	3:25 PM	45	Teacher I	Tchr Prep

Student End Time 2:35 PM

Teacher End Time 3:25 PM

School	Complex Area	Complex
Kailua High School	Kailua	Kailua/Kalaheo

School Community Council
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.)

Role	Signature	Date
Administration	Francine W. Honda	03/24/2015
Community Representative(s)	[illegible]	3/24/15
Parent Representative(s)	[illegible]	3/24/15
	Dana Arakaki	3/24/15
Student Representative(s)	[illegible]	3/24/15
Non-certificated Staff Representative(s)	[illegible]	3/24/15
Teacher Representative(s)	[illegible]	3/24/15
	[illegible]	3/25/15

Complex Area Superintendent (CAS)
This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
C. Suzanne Mulcahy	C. Suzanne Mulcahy	4/7/15

Instructions:

- Schools must send the a) *Request Form*, b) *Signature Page*, and c) a copy of the *HSTA Process Check email* to their CAS.
- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

HSTA PROCESS CHECK LIST

IMPORTANT: The APC should complete and return this form to your UniServ Director, and attach copy of exception requested.

Name: Kevin Ham Phone: 266-7900

E-mail: kevin_ham@notes.k12.hi.us

Position on APC: X APC X Faculty Rep. ___ Grievance Rep.

School: Kailua High School

Step	Action Needed by APC	Completed	
		Yes	No
1	✓ A meeting with the faculty should be called by the APC to discuss exception, and achieve consensus. ✓ At least 48 hours notice should be given to faculty. ✓ The discussion should be open and collaborative, and reserved for Bargaining Unit 5 members only, to avoid appearance of undue influence. Date of mtg. 02/04/2015	X	
2	✓ If consensus reached, ***please check "YES" box and stop here.***		X
3	✓ If no consensus has been reached, prepare a secret ballot for each exception requested. ✓ Make sure the ballot question is clearly worded.	X	
4	✓ Make the ballots available to all faculty members. ✓ Contact all BU 05 members on paid or unpaid leave informing them of the vote.	X	
5	✓ Notify the faculty of the voting deadline and provide for five (5) working days to cast their votes.	X	
6	✓ Have a roster to check off names for ballots. This helps to ensure all Bargaining Unit 5 members had opportunity to vote.	X	
7	✓ Count the votes after all ballots are in (including any ballots from teachers that are absent). ✓ Keep the ballot box in secure place until ready to count. ✓ Make sure you have a witness for the counting. ✓ Report the vote tallies to your UniServ Director. Vote Tally: Yes 49 No 6 Blank 0 Total votes cast 55 Percentage of votes in Affirmative: 89.1 %	X	

Summarizing Compliance Thresholds

The DOE has updated its interpretation of the compliance thresholds based on feedback from the BOE and the Attorney General's office. Those updates are listed below in ***red*** and are more flexible than previous interpretations: if a schedule was in compliance with 14-15 interpretation, it remains in compliance with 15-16 interpretation.

		Student learning time	Teacher instructional time	Prep Time	Lunch	"Other" Time
Weekly Total Mins =		**1525 (El)/ 1650 (Sec)**	**1285 (Sec) /1415 (El)**	**225**	**150**	**310 (El) /440 (Sec)**
For SY14-15 schedules	**DOE's Interpretation**	*Minimum*	*Absolute*	*Minimum*	*Absolute*	*Absolute*
	Need Waiver /Exception if:	Under	Under or over	Under	Under or over	Under or over
For SY15-16 schedules	**DOE's Interpretation**	*Minimum*	*Maximum*	*Minimum*	*Minimum*	*Maximum*
	Need Waiver /Exception if:	Under	Over	Under	Under	Over

Reading the table:

Example: *For SY15-16, the requirement for teacher instructional time in a maximum, meaning if schedule instructional time is "over" 1285 (secondary) or 1415 (elementary), a contract exception is needed.*

2. Departmental Classes

a. Twelve hundred eighty-five (1285) minutes of instructional time per work week.

b. Two hundred twenty-five (225) minutes of preparation time per work week in blocks of not less than forty-five (45) continuous minutes during the teachers' regular work day, except as provided for in Article VI, Section X. 1- Preparation Periods.

c. One hundred fifty (150) minutes of duty free lunch periods per work week in blocks of not less than thirty (30) continuous minutes during the teachers' regular work day except as provided for in Article VI, Section Y- Duty Free Lunch Period.

d. Four hundred forty (440) minutes to be used during the work week exclusively for:

(1) all faculty meetings
(2) departmental meetings
(3) grade level meetings
(4) curriculum meetings
(5) passing time
(6) opening and closing time
(7) recess
(8) homeroom
(9) scheduled activity periods on a voluntary basis
(10) study hall

DD. WORK LOAD (TEACHING SCHEDULES)

1. To further support schools in their standards-based reform initiatives, as well as the need for additional instructional time, the parties agree that school faculties may implement rotating, block or other non-traditional schedules by redistributing teachers' work time as delineated in Article VI-CC.

2. Any redistribution of teachers' work time which results in varying lengths of the school day may not exceed an aggregate of the thirty-five (35) hour work week. Appropriately scheduled faculty meetings, departmental meetings, grade level/curricular meetings, and team planning meetings, etc. may be provided for in this redistribution of teachers' work times.

3. The change in weekly assignments or the implementation of rotating, block or other non-traditional schedules shall be determined through an open, democratic, and collaborative process.

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Kalama Intermediate School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Kalama Intermediate School's SCC Waiver Request allowing the school to implement a schedule that does not meet the statutory requirement of implementing a school year of 180 days in order to provide two days of professional development for their teachers.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

b. Previous action of the Board on the same or similar matter

None.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

d. Arguments in support of the recommendation

Kalama Intermediate School has requested approval to implement a schedule that does not meet the statutory requirement of a school year of 180 days in order to provide two days of professional development for their teachers in coordination with other schools in the Kekaulike Complex.

The request is supported by the following arguments:

- Professional development is required to address successful implementation of statewide initiatives such as the Educator Effectiveness System (EES), Response to Intervention (RTI), Science, Technology, Engineering and Mathematics (STEM), Accreditation, and Common Core.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School: Kalama Intermediate

Complex:

Complex Area:

Type:

- (●) New
- ( ) Renewal

Strive HI Classification (SY14-15):

Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- [x] *School Schedule - HRS 302A-251: Minimum student learning time*
- [ ] *School Schedule - CBA Article VI, D. 1: Regular Work Day*
- [ ] *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- [ ] *School Schedule - CBA Article VI, X. 3: Length of Preparation Period*
- [ ] *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- [ ] *School Schedule - CBA Article VI, C: Work Time Distribution; Weekly Totals within the 7-Hour Day, 5-Day Week*
- [ ] *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- [ ] *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [x] *Other*

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

SY 15-18

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	09/01	Meeting Type	Steering	Outcome	Discussion no decision
Date	10/25	Meeting Type	Faculty	Outcome	Agreed to request for waiver
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	Kalama Intermediate School is requesting two (2) Waiver Days for the school year 2015-2016. Student learning time will be decreased by a total of 12 hours for the school year. Students will be in school for 178 instead of 180 days. In the school years 2013-2014 and 2014-2015, the HSTA contract afforded certificated staff 21 hours of professional development (PD). This PD time will no longer be available.
Why is the school not able to, or requesting not to meet the statutory requirements?	Kalama Intermediate is requesting a waiver to the statutory requirements because it is imperative to provide professional development and collaboration time to certificated staff and to afford them time to articulate with other teachers in the complex/district and to
How will time be better used to support student success?	The Waiver days will give certificated and classified staff in the Kekaulike Complex opportunities to continue to build and strengthen a K-12 Construct through meaningful collaboration both horizontally and vertically in order to devise an action plan for the
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	A comparison of the Strive HI data for the school years 2012-2013 and 2013-2014 shows the school improved fro 181 points to 248 points for an increase of 67 points. In Science, Kalama School has held steady at 45% and Reading scores hold steady over two years at 77%, ot performing all Middle Schools in Maui County. Math scores have increased from a proficiency rate of 58% to 69%. The data indicates that Kalama continues to improve and maintain the best scores in our Tri-Isle County.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	This data shows that student learning has increased because teachers have been afforded opportunities to collaborate on the six priority strategies and best teaching practices so that teachers may provide high-quality, relevant and rigorous instruction that is consistent throughout the complex schools.

SchCode: 420
School Year Ending: 2013

Strive HI: Student Group Performance Report

Samuel Enoka Kalama Intermediate

	Reading				Math				Science				Retention Rate	
Target	Participation 95%		Proficiency 72%		Participation 95%		Proficiency 64%		Participation 95%		Proficiency 34%		Objective ~5%	
	%	Met?	%	Met?	%	Met?	%	Met?	%	Met?	%	Met?	%	Met?
All Students	99%	Yes	77%	Yes	99%	Yes	59%	No	99%	Yes	45%	Yes	1%	Yes
Disadvantaged	99%	Yes	72%	Yes	99%	Yes	53%	No	99%	Yes	42%	Yes		
Disabled (SPED)	94%	No	23% [ii]	No	94%	No	14% [ii]	No		n/a		n/a		
Limited English (ELL)		n/a		n/a		n/a		n/a		n/a		n/a		
Asian/Pacific Islander	99%	Yes	72%	Yes	99%	Yes	54%	No	99%	Yes	39%	Yes		
Black		n/a		n/a		n/a		n/a		n/a		n/a		
Hispanic	100%	Yes	81%	Yes	100%	Yes	72%	Yes		n/a		n/a		
Native American		n/a		n/a		n/a		n/a		n/a		n/a		
White	99%	Yes	88%	Yes	100%	Yes	72%	Yes	100%	Yes	60%	Yes		
Asian	99%	Yes	85%	Yes	99%	Yes	72%	Yes	100%	Yes	44%	Yes		
Pacific Islander		n/a		n/a		n/a		n/a		n/a		n/a		
Native Hawaiian	99%	Yes	65%	No	99%	Yes	44%	No	99%	Yes	40%	Yes		

Index Classification: Continuous Improvement

Source of Displayed Percentage Value

[i] ELL and ELL Exits Proficiency Rate

[ii] SPED and SPED Exits Proficiency Rate

Run Date: Monday, October 21, 2013

Final Results

SchCode: 420
School Year Ending: 2014

Strive HI: Student Group Performance Report

Samuel Enoka Kalama Intermediate

	Reading				Math				Science				Retention Rate	
Target	Participation 95%		Proficiency 77 %		Participation 95%		Proficiency 69 %		Participation 95%		Proficiency 48 %		Objective <= 5 %	
	%	Met?	%	Met?	%	Met?	%	Met?	%	Met?	%	Met?	%	Met?
All Students	99%	Yes	77%	Yes	98%	Yes	61%	No	97%	Yes	45%	No	-2%	Yes
Disadvantaged	99%	Yes	70%	No	98%	Yes	54%	No	97%	Yes	35%	No		
Disabled (SPED)	93%	No	29% [II]	No	91%	No	24% [II]	No	88%	No		n/a		
Limited English (ELL)		n/a		n/a		n/a		n/a		n/a		n/a		
Asian/Pacific Islander	99%	Yes	71%	No	98%	Yes	57%	No	98%	Yes	36%	No		
Black		n/a		n/a		n/a		n/a		n/a		n/a		
Hispanic	95%	Yes		n/a	95%	Yes		n/a		n/a		n/a		
Native American		n/a		n/a		n/a		n/a		n/a		n/a		
White	100%	Yes	89%	Yes	100%	Yes	71%	Yes	97%	Yes	69%	Yes		
Asian	99%	Yes	84%	Yes	99%	Yes	74%	Yes	98%	Yes	53%	Yes		
Pacific Islander		n/a		n/a		n/a		n/a		n/a		n/a		
Native Hawaiian	99%	Yes	63%	No	98%	Yes	48%	No	97%	Yes	27%	No		

Index Classification: Continuous Improvement

Source of Displayed Percentage Value

I ELL and ELL Exits Proficiency Rate

II SPED and SPED Exits Proficiency Rate

Run Date: Monday, September 08, 2014

Final Results

Hawaii Public Schools School Year 2013–2014 Strive HI School Performance Report

Samuel Enoka Kalama Intermediate

248 points of 400 points

School Year 2013–2014: Continuous Improvement

School Year 2012–2013: Continuous Improvement

Trigger: None

		Raw Value	Weighted Points	
Achievement	Math Proficiency	61%	24	64 pts of 100 pts
	Reading Proficiency	77%	31	
	Science Proficiency	45%	9	
Growth	Math Growth	59	63	108 pts of 180 pts
	Reading Growth	53	45	
Readiness	8th Grade ACT	56%	33	33 pts of 60 pts
Achievement Gap	Current Gap Rate	27%	22	43 pts of 60 pts
	Two Year Gap Reduction Rate	23%	21	

0 25 50 75 100

Total points earned — 77 — Numeric value of total points earned — Total points possible

Middle School Distribution

400 – 300 – 200 – 100 – 0 –

CND P F CI R

Lines indicate state average for each classification for all schools

www.hawaiipublicschools.org

NOTE: Final display numbers are rounded, which may cause subtotals to appear to sum incorrectly. The total points value on the upper right is accurate.

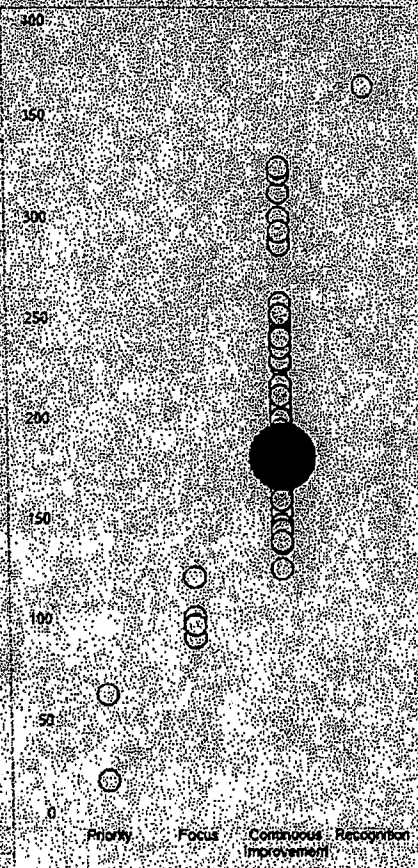
Run Date: Thursday, September 11, 2014 – Final Run

Strive HI: Performance Index and Classification Summary

Kalama Intermediate Strive HI 2012-13 Step: Continuous Improvement Index Score: 181

Indicator		School	State	Definition
Achievement	Math Proficiency	59%	60%	The proportion of students who scored proficient or higher on the state assessment. For mathematics and reading, students were tested on the Hawaii State Assessment in grades 3-8 and 10. For science, exams occur in grades 4, 8, and as a high school end-of-course Biology exam.
	Reading Proficiency	77%	72%	
	Science Proficiency	45%	34%	
Growth	Math Median SGP	45		An individual student's growth percentile compares her learning gains to all Hawaii students with a comparable test history. (Similar to a pediatrician's height and weight chart, a student with an 87 Student Growth Percentile gained more than 87 percent of her academic peers). A school's Median Student Growth Percentile (SGP) summarizes the individual learning gains of all of its students.
	Reading Median SGP	46		
Readiness	Median 8th Grade ACT	14	14	The 8th grade version of the ACT, called EXPLORE, measures readiness on a scale of 1 to 25.
Achievement Gap	Non High-Needs Proficiency	83%	83%	Achievement gaps are calculated between high-needs students (English language learners, economically disadvantaged, or students with disabilities) and non-high-needs students. These proficiency rates combine math and reading proficiency.
	High-Needs Proficiency	60%	55%	
	Current-Year Gap Rate	27%	33%	The Current Gap Rate measures the most recent gap on the Hawaii State Assessment. A larger Gap Rate means a more severe gap.
	2-Year Gap Reduction Rate	23%	12%	The 2-Year Gap Reduction Rate measures how well the school has closed the gap over the past two years. A larger Gap Reduction Rate means the gap closed more.

Middle School Distribution by Strive HI Classification



Based on the indicators on the left, schools receive a total index score out of 400. Based on that score and other factors, schools are grouped into five categories: Recognition, Continuous Improvement, Focus, Priority, and Superintendent's Zone. The highest performing schools are in the Recognition category, and the lowest would be in Superintendent's Zone, although no schools were classified there this year.

Use this chart to help understand how your school performed relative to other middle schools in the state.

Each circle is a school, and the highlighted circle is this particular school. Schools are plotted on the vertical axis according to how many points they earned on the Strive HI Index, and are grouped by Strive HI Classification along the horizontal axis. An interactive version of this chart is available here: tinyurl.com/interactivestrivehi.

To access additional resources explaining the Strive HI Index, the Strive HI Classification System and answers to other frequently asked questions go to hawaiipublicschools.org.

Numbers may be rounded for presentation purposes.

181 pts of 400 pts

Strive HI: Student Group Performance Report

The Student Group Performance Report disaggregates key outcomes across student subgroups that include economically disadvantaged, disabled, English language learners, and five federally defined race and ethnic groups. In addition, Hawaii provides further breakdowns for Asian, Native Hawaiian, and Pacific Islander to more accurately reflect the State's population demographics.

Based on Strive HI Index scores and key graduation and achievement gap measures, a school is classified into one of five categories: Recognition, Continuous Improvement, Focus, Priority, or Superintendent's Zone. Schools classified as a High Performance Recognition School must meet all targets on its Student Group Performance Reports.

Each school's Student Group Performance Report can be found on the school's webpage on the Department's website at HawaiiPublicSchools.org.

	Reading				Math				Science			
State Target	Participation 95%		Proficiency 72%		Participation 95%		Proficiency 64%		Participation 95%		Proficiency 34%	
	%	Met?	%	Met?	%	Met?	%	Met?	%	Met?	%	Met?
State: All Students	99%		72%		99%		60%		98%		34%	
All Students	99%	Yes	77%	Yes	99%	Yes	59%	No	99%	Yes	45%	Yes
Disadvantaged	99%	Yes	72%	Yes	99%	Yes	53%	No	99%	Yes	42%	Yes
Disabled (SPED)	94%	No	23%[ii]	No	94%	No	14%[ii]	No		n/a		n/a
Limited English (ELL)		n/a		n/a		n/a		n/a		n/a		n/a
Asian/Pacific Islander	99%	Yes	72%	Yes	99%	Yes	54%	No	99%	Yes	39%	Yes
Black		n/a		n/a		n/a		n/a		n/a		n/a
Hispanic	100%	Yes	81%	Yes	100%	Yes	72%	Yes		n/a		n/a
Native American		n/a		n/a		n/a		n/a		n/a		n/a
White	99%	Yes	88%	Yes	100%	Yes	72%	Yes	100%	Yes	60%	Yes
Asian	99%	Yes	85%	Yes	99%	Yes	72%	Yes	100%	Yes	44%	Yes
Native Hawaiian	99%	Yes	65%	No	99%	Yes	44%	No	99%	Yes	40%	Yes
Pacific Islander		n/a		n/a		n/a		n/a		n/a		n/a

Source of Displayed Percentage Value

[i] ELL and ELL Exits Proficiency Rate

[ii] SPED and SPED Exits Proficiency Rate

Notes: Reported proficiency rates are actual, unadjusted rates. Proficiency rates on this report may differ from the Strive HI Index and Classification Report due to a participation rate penalty applied to some low participation rate schools under Strive HI calculations.

If asterisked, results are suppressed to protect student identity in accordance with the Family Educational Rights and Privacy Act (FERPA).

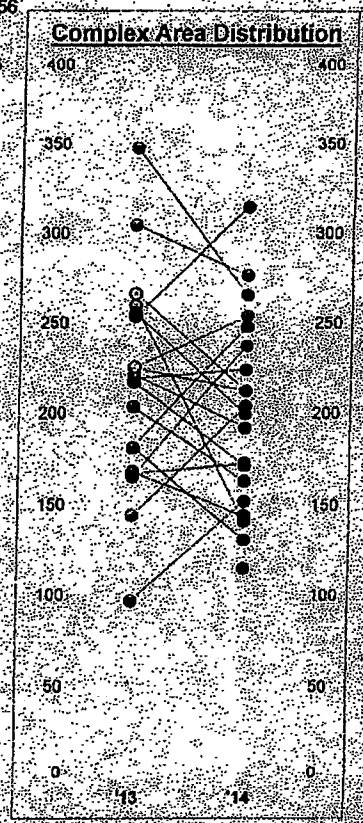
Cells with too few students (less than 40) are designated "n/a" due to reliability concerns.

Strive HI accountability proficiency results may differ from assessment proficiency results. Only students enrolled in the school for a full school year are included in Strive HI accountability results for proficiency.

Baldwin-Kekaulike-Maui: School Year 2013-2014 Strive HI Complex Area Summary Report

2013 Data | 2014 data

			Index Score	Math Proficiency	Reading Proficiency	Science Proficiency	Math Growth	Reading Growth	Current Gap Rate (Lower Better)	Two Year Gap Reduction Rate	Chronic Absenteeism (Lower Better)	8th Grade ACT	11th Grade ACT	Graduation Rate	College Going Rate
High	Maui High	Continuous Improvement	224	45	65	25	53	63	43	-8			26	84	66
High	Baldwin High	Focus	212	45	57	24	66	43	50	-57			33	90	68
High	King Kekaulike High	Focus	192	33	68	31	40	58	36	-19			35	74	69
Middle	Lokelani Inter	Continuous Improvement	171	57	72	10	50	46	33	1		28			
Middle	Maui Waena Inter	Continuous Improvement	203	59	68	33	47	55	32	7		43			
Middle	Kalama Inter	Continuous Improvement	248	61	77	45	59	53	27	23		56			
Middle	Iao Inter	Focus	152	50	67	27	41	51	40	1		46			
Elementary	Pomaikai Elem School	Recognition	315	81	82	68	65	57	36	17	6				
Elementary	Haiku Elem	Continuous Improvement	163	69	75	65	43	48	33		19				
Elementary	Kahului Elem	Continuous Improvement	277	70	72	40	58	57	20	14	8				
Elementary	Kamalii Elem	Continuous Improvement	199	68	76	65	43	51	39	-6	15				
Elementary	Kihei Elem	Continuous Improvement	268	77	75	59	56	65	16	26	12				
Elementary	Kula Elem	Continuous Improvement	254	65	76	51	51	62	36	19	13				
Elementary	Lihikai Elem	Continuous Improvement	141	69	84	53	29	45	33	-29	9				
Elementary	Makawao Elem	Continuous Improvement	237	68	69	60	59	53	24	-80	10				
Elementary	Paia Elem	Continuous Improvement	172	40	40	38	60	39	29		27	16			
Elementary	Pukalani Elem	Continuous Improvement	131	67	76	45	29	44	48	-2	10				
Elementary	Waihee Elem	Continuous Improvement	212	75	72	61	59	41	22	15	3				
Elementary	Wailuku Elem	Continuous Improvement	144	55	62	46	44	42	37	-4	8				
Elementary	Puu Kukui Elem	Classification Not Determined	115	51	68	31	28	33	48		10				

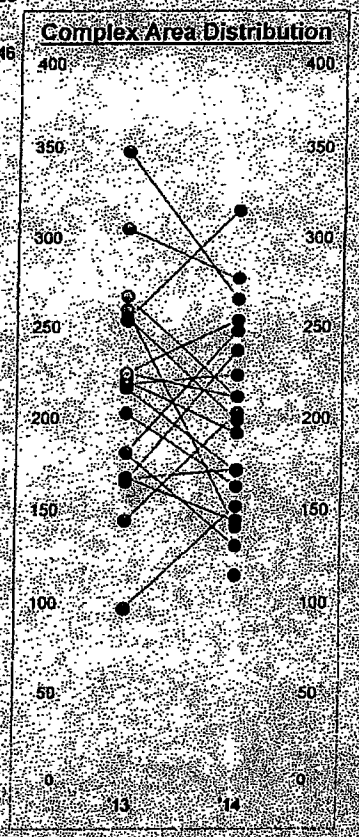


Run Date: Friday, August 22, 2014. Final results outstanding for schools with astensks (*) due to appeals or other outstanding issues.

Baldwin-Kekaulike-Maui: School Year 2013-2014 Strive HI Complex Area Summary Report

Score Dropped | Score Improved

			Index Score	Math Proficiency	Reading Proficiency	Science Proficiency	Math Growth	Reading Growth	Current Gap Rate (Lower Better)	Two Year Gap Reduction Rate	Chronic Absenteeism (Lower Better)	8th Grade ACT	11th Grade ACT	Graduation Rate	College Going Rate
High	Maui High	Continuous Improvement	224	43 → 45	63 → 65	15 → 25	52 → 53	60 → 63	40 → 43	7 → 8			27 → 26	81 → 84	61 → 56
High	Baldwin High	Focus	212	45 → 45	62 → 57	27 → 24	64 → 66	45 → 43	46 → 50	12 → 57			29 → 33	84 → 90	69 → 68
High	King Kekaulike High	Focus	192	35 → 33	75 → 69	29 → 31	44 → 40	68 → 58	27 → 36	12 → 19			31 → 35	73 → 74	65 → 69
Middle	Lokelani Inter	Continuous Improvement	171	57 → 57	74 → 72	15 → 10	51 → 50	53 → 46	30 → 33	28 → 1		35 → 28			
Middle	Maui Waena Inter	Continuous Improvement	203	61 → 59	70 → 68	16 → 33	45 → 47	43 → 55	34 → 32	23 → 7		41 → 43			
Middle	Kalama Inter	Continuous Improvement	248	59 → 61	77 → 77	45 → 45	45 → 59	46 → 53	27 → 27	23 → 23		45 → 56			
Middle	Iao Inter	Focus	152	40 → 50	65 → 67	11 → 27	34 → 41	42 → 51	45 → 40	11 → 1		48 → 46			
Elementary	Pomaikai Elem School	Recognition	315	79 → 81	78 → 82	32 → 68	60 → 65	58 → 57	46 → 36	2 → 17	13 → 6				
Elementary	Haiku Elem	Continuous Improvement	163	72 → 69	80 → 75	49 → 65	46 → 43	46 → 48	20 → 33	30 → 200	33 → 19				
Elementary	Kahului Elem	Continuous Improvement	277	71 → 70	74 → 72	33 → 40	64 → 58	56 → 57	25 → 20	23 → 14	14 → 8				
Elementary	Kamalii Elem	Continuous Improvement	199	76 → 68	82 → 76	54 → 65	52 → 43	66 → 51	36 → 39	-77 → 6	19 → 15				
Elementary	Kihei Elem	Continuous Improvement	266	78 → 77	77 → 75	36 → 59	68 → 55	62 → 55	17 → 16	38 → 26	18 → 12				
Elementary	Kula Elem	Continuous Improvement	254	76 → 65	84 → 76	63 → 51	48 → 51	53 → 62	28 → 36	31 → 19	32 → 13				
Elementary	Lihikai Elem	Continuous Improvement	141	75 → 69	71 → 64	32 → 53	58 → 29	52 → 45	28 → 33	28 → 29	18 → 9				
Elementary	Makawao Elem	Continuous Improvement	237	69 → 68	76 → 69	53 → 60	46 → 59	47 → 53	23 → 24	17 → 80	17 → 10				
Elementary	Paia Elem	Continuous Improvement	172	44 → 40	50 → 40	44 → 38	50 → 60	52 → 39	49 → 29	-105 → 27	31 → 18				
Elementary	Pukalani Elem	Continuous Improvement	131	72 → 67	81 → 76	38 → 45	50 → 29	40 → 44	22 → 18	22 → 2	20 → 10				
Elementary	Waihee Elem	Continuous Improvement	212	73 → 75	81 → 72	13 → 61	57 → 59	52 → 41	24 → 22	31 → 15	12 → 7				
Elementary	Wailuku Elem	Continuous Improvement	144	59 → 55	69 → 62	42 → 46	47 → 44	46 → 42	37 → 37	12 → 4	21 → 8				
Elementary	Puu Kukui Elem	Classification Not Determined	115	* 51	* 68	* 31	* 28	* 33	* 48		* 10				



Run Date: Friday, August 22, 2014 Final results outstanding for schools with asterisks (*) due to appeals or other outstanding issues.

School	Complex Area	Complex

School Community Council

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.)

Role	Signature	Date
Administration	John Costales, Jr.	09/30/14
Community Representative(s)	Natalie L. Kinoshita	9-30-14
Parent Representative(s)	[illegible]	9-30-14
Student Representative(s)	Lannie Hirashima	9-30-14
Non-certificated Staff Representative(s)	MJ Heller-Hackett	9.30.14
Teacher Representative(s)	[illegible]	9/30/14
	[illegible]	9/30/14

Complex Area Superintendent (CAS)

This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
Alvin Shimo	[illegible]	2-2-15

Instructions:

- Schools must send the a) *Request Form*, b) *Signature Page*, and c) a copy of the *HSTA Process Check email* to their CAS.
- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

Fw: Second Waiver request - Kalama School
John Costales Jr to: Alvin Shima 02/04/2015 02:28 PM
Cc: Susan Gouveia, Lesley Alexander

History: This message has been replied to.

Aloha,

Here is the second waiver e-mail to R. Camacho.

John
----- Forwarded by John Costales Jr/KALAMA/HIDOE on 02/04/2015 02:27 PM -----

From: Analu Okimoto/KALAMA/HIDOE
To: rcamacho@hsta.org,
Cc: John Costales Jr/KALAMA/HIDOE@HIDOE
Date: 02/04/2015 01:59 PM
Subject: Second Waiver request - Kalama School

- ~7024127.PDF

Fw: HSTA Process Check
John Costales Jr to: Susan Gouveia 02/03/2015 12:23 PM

This is what I set to my APC Rep and he replied to as done.

John
----- Forwarded by John Costales Jr/KALAMA/HIDOE on 02/03/2015 12:23 PM -----

From:	John Costales Jr/KALAMA/HIDOE
To:	Analu Okimoto/KALAMA/HIDOE@HIDOE,
Cc:	Sue Williams/KALAMA/HIDOE@HIDOE, Karolyn Mossman/KALAMA/HIDOE@HIDOE, Timothy Shim/KALAMA/HIDOE@HIDOE, Pauahi Hookano/KALAMA/HIDOE@HIDOE
Date:	01/30/2015 08:46 AM
Subject:	HSTA Process Check

Aloha Analu,

Per the waiver instructions I am to provide you with the documentation of the HSTA Process Check. It is page 3 of the documents I have to submit for the waiver. You or one of the school reps need to e-mail this to the Uniserve Director with a cc to HSTA's Raymond Camacho: rcamacho@hsta.org

A copy of this e-mail or I guess your e-mail must be saved as a PDF.

Mahalo, John

SY15-16 SCC Waiver Exception - Request Form.pdf

***Please let me know when this is done. My deadline to submit to the CAS is Monday. If anything is missing, our application will be invalid.

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Keaau Middle School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Keaau Middle School's SCC Waiver Request allowing the school to implement a bell schedule that includes 1,605 minutes of student learning time weekly, which does not meet the statutory requirement of a minimum of 1,650 weekly minutes.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

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

In previous years, the BOE has approved some requests to implement school schedules that did not meet the statutory requirements, including Waiakea High School.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

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

d. Arguments in support of the recommendation

Keaau Middle School has requested approval to implement a bell schedule that includes 1,605 minutes of student learning time weekly, which does not meet the statutory requirement of a minimum of 1,650 weekly minutes.

The request is supported by the following arguments:

- The statutory requirement of 1,650 minutes of student learning time prohibits adequate teacher meeting and collaboration time to accomplish the essential tasks required for school improvement. By complying with the 1,650 minute requirement, Keaau Middle School faculty will have just three 30-minute meetings per week. The time is not sufficient to complete needed planning and activities to help the school meet the goals in their Academic Plan.
- The increase in meeting time during non-school (without students) hours being requested will reduce the need for teachers to be pulled out of the classroom and interrupting instruction to students. Increased meeting time will also allow teachers to work collaboratively to study and analyze student data and to discuss strategies to better meet the academic and social emotional needs of their middle school students and provide teachers with opportunities for professional development and coaching.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (February 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (March 5, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School	KEA'AU MIDDLE SC	Complex	Complex Area
Type	◉ New ○ Renewal	Strive HI Classification (SY14-15)	

Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- [x] *School Schedule - HRS 302A-251: Minimum student learning time*
- [ ] *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- [ ] *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- [ ] *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- [ ] *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- [x] *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- [ ] *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- [ ] *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [ ] *Other*

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	3/24/	Meeting Type	Teacher Gro	Outcome	Discussion/feedback on current se
Date	3/27/	Meeting Type	Teacher Gro	Outcome	Discussion w/ HSTA Uniserve pre
Date	3/27/	Meeting Type		Outcome	
Date	3/21/	Meeting Type	Teacher Gro	Outcome	
Date	4/1/1	Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)

Why is the school not able to, or requesting not to, meet the statutory requirements?

How will time be better used to support student success?

What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST: How does the proposed schedule differ from contractual obligations?

Why is the school not able to, or requesting not to, meet the contractual obligations?

How will time be better used to support student and educator success?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

PARENT-TEACHER CONFERENCES - DOE Regulation 4510.3 Released Time for Conferences

SUMMARIZE YOUR REQUEST: How does the school propose scheduling parent-teacher conferences?

Required data: The Superintendent requires that the school conduct a parent survey to demonstrate parent support for this request.

# of Surveys Distributed

Surveys returned

in favor

not in favor

undecided

How will this serve to support student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

SCHOOL ATTENDANCE PROCEDURES - DOE School Attendance Procedures, Revised August 2001

SUMMARIZE YOUR REQUEST: What changes will the school implement if the request is approved?

Provide a comparison of chronic absenteeism data over a 3-year period.

SY12-13	SY12-13	SY14-15

Explain data trend over these years.

How will this serve to improve student learning and outcome?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

QUARTERLY GRADES - CBA Article VI, R: Evaluation of Students / Grading Preparation

SUMMARIZE YOUR REQUEST: When does the school proposed reporting quarterly grades?

How will this serve to improve student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

OTHER

SUMMARIZE YOUR REQUEST: What is the subject of the waiver or exception?

What will the school implement if the request is approved?

How will this serve to improve student learning and outcomes?

If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

Kea'au Middle School SCC Waiver Narrative

School Schedules: HRS 302A-251 – Minimum Student Learning Time

SUMMARY OF REQUEST: The school seeks approval to allow a change in STUDENT LEARNING TIME from the required 1650 minutes to 1605 minutes; a difference of 45 minutes.

Why is the school not able to, or requesting not to, meet the statutory requirements?
The statutory requirement of 1650 min of student learning time prohibits adequate teacher meeting and collaboration time to accomplish the essential tasks required for school improvement. By complying with the 1650 minute requirement, Kea'au Middle School faculty will have just three 30-min meetings per week. The time is not sufficient to complete needed planning and activities to help the school meet the goals in our Academic Plan.

How will time be better used to support student success?
The increase in meeting time during non-school (without students) hours being requested will reduce the need for teachers to be pulled out of the classroom and interrupting instruction to students. Increased meeting time will also allow teachers to work collaboratively to study and analyze student data and to discuss strategies to better meet the academic and social emotional needs of our middle school students and provide teachers with opportunities for professional development and coaching.

What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?

Research findings support that classroom teachers and quality instruction have the greatest effect on student learning and outcomes and not the amount of time spent on instruction. By increasing teacher meeting time for strategic and collaborative data analysis and planning, opportunities for professional development and coaching, and the consistent presence of the teacher in the classroom, there will be improved management and rigor in instruction.

Kea'au Middle School provides students with quality instruction in an environment that is also sensitive to the development of the adolescent child. We evidence our commitment through the implementation of advisory time (included in BU5 instructional time), intervention and enrichment time, and interdisciplinary and departmental teaming. Despite the slight decrease in the learning time requirement, the school supports successful student outcomes through the implementation of these middle school concepts and the implementation of RTI strategies.

SCHOOL SCHEDULES: CBA – Teacher Time

SUMMARY OF REQUEST: The proposed schedule reduces the teacher instructional time by 11 minutes per week, increases teacher prep by 11 minutes week, and increases "other" time by 1 minute. In "other" time, there is a reduction in minutes for passings, homeroom, study hall, and an increase in meetings and opening/closings with an overall net difference of +1 min.

Why is the school not able to, or requesting not to, meet the contractual obligations?

In our effort to preserve an adequate amount of advisory and homeroom time while still maintaining adequate teacher meeting time, there is a need to have preparation periods held during the school day (floating). With floating preps, the minutes allocated correlates to the length of the instructional blocks thereby having the 11 minutes moved from instruction to prep. The " other" time increase is a result of increasing in teacher meeting time.

How will time be better used to support student and educator success?

These changes will allow teachers time to work collaboratively to study student data and plan strategies for improved student outcomes as well as time to prepare for their courses. Increased time for meetings (data teams, department content teams, interdisciplinary teams, etc.) after school hours will ensure the teachers' consistent presence in the classroom which will ensure the delivery of quality instruction by a highly qualified instructor and the maintenance of routines and rituals established in classrooms.

BELL SCHEDULE

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

Mon		
Teacher Start Time	7:55 am	
Student Start Time	7:55 am	
Time	Mins	Description
7:55-8:00	5	Opening
8:00-8:10	10	Homeroom
8:10-8:14	4	Passing
8:14-9:04	50	Instructional Block 1
9:04-9:08	4	Passing
9:08-9:58	50	Instructional Block 2
9:58-10:13	15	Recess
10:13-10:17	4	Passing
10:17-11:07	50	Instructional Block 3
11:07-11:11	4	Passing
11:11-12:01	50	Instructional Block 4
12:01-12:31	30	Lunch
12:31-12:35	4	Passing
12:35-1:25	50	Instructional Block 5

Tue		
Teacher Start Time	7:55 am	
Student Start Time	7:55 am	
Time	Mins	Description
7:55-8:00	5	Opening
8:00-8:47	47	Advisory: Huaka'i Pono
8:47-8:51	4	Passing
8:51-9:59	68	Instructional Block 1
9:59-10:14	15	Recess
10:14-10:18	4	Passing
10:18-11:26	68	Instructional Block 2
11:26-11:30	4	Passing
11:30-12:38	68	Instructional Block 3
12:38-1:08	30	Lunch
1:08-1:12	4	Passing
1:12-2:20	68	Instructional Block 4
2:20-2:25	5	Closing
2:25 – 2:55	30	Meeting: PLC

Wed		
Teacher Start Time	7:55 am	
Student Start Time	7:55 am	
Time	Mins	Description
7:55-8:00	5	Opening
8:00-8:25	25	Homeroom (10) / Study Hall (15)
8:25-8:29	4	Passing
8:29-9:37	68	Instructional Block 1
9:37-9:52	15	Recess
9:52-9:56	4	Passing
9:56-11:04	68	Instructional Block 2
11:04-11:08	4	Passing
11:08-12:16	68	Instructional Block 3
12:16-12:46	30	Lunch
12:46-12:50	4	Passing
12:50-1:58	68	Instructional Block 4
1:58-2:03	5	Closing
2:03-2:55	52	Meetings: General Faculty/Com

Thurs		
Teacher Start Time	7:55 am	
Student Start Time	7:55 am	
Time	Mins	Description
7:55-8:00	5	Opening
8:00-8:47	47	Advisory: Intervention /Enrich
8:47-8:51	4	Passing
8:51-9:59	68	Instructional Block 1
9:59-10:14	15	Recess
10:14-10:18	4	Passing
10:18-11:26	68	Instructional Block 2
11:26-11:30	4	Passing
11:30-12:38	68	Instructional Block 3
12:38-1:08	30	Lunch
1:08-1:12	4	Passing
1:12-2:20	68	Instructional Block 4
2:20-2:25	5	Closing
2:25 – 2:55	30	Meeting: PLC

Fri		
Teacher Start Time	7:55 am	
Student Start Time	7:55 am	
Time	Mins	Description
7:55-8:00	5	Opening
8:00-8:10	10	Homeroom
8:10-8:14	4	Passing
8:14-9:04	50	Instructional Block 1
9:04-9:08	4	Passing
9:08-9:58	50	Instructional Block 2
9:58-10:13	15	Recess
10:13-10:17	4	Passing
10:17-11:07	50	Instructional Block 3
11:07-11:11	4	Passing
11:11-12:01	50	Instructional Block 4
12:01-12:31	30	Lunch
12:31-12:35	4	Passing
12:35-1:25	50	Instructional Block 5

								mittee/Grade Level/PD							
1:25-1:29	4	Passing										1:25-1:29	4	Passing
1:29-2:19	50	Instructional Block 6										1:29-2:19	50	Instructional Block 6
2:19-2:24	5	Closing										2:19-2:24	5	Closing
2:24-2:55	31	Meeting: Collaboration										2:24 2:55	31	Meeting: Collaboration
Student End Time 2:24 pm														
Teacher End Time 2:55 pm														

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[1]	PREP TIME[2]	LUNCH[3]	"OTHER TIME"[4]
Instructional Time	1510	1510	1274	n/a	n/a	n/a
Homeroom	30	30	n/a	n/a	n/a	30
Study hall	15	15	n/a	n/a	n/a	15
Opening	25	25	n/a	n/a	n/a	25
Closing	25	25	n/a	n/a	n/a	25
Recess	75	n/a	n/a	n/a	n/a	75
Passing	96	n/a	n/a	n/a	n/a	96
Meetings[5]	175	n/a	n/a	n/a	n/a	175
Lunch	150	n/a	n/a	n/a	150	n/a
Teacher Prep	236	n/a	n/a	236	n/a	n/a
TOTAL	n/a	1605	1274	236	150	441
REQUIREMENT	n/a	1650	1285	225	150	440
DIFFERENCE	n/a	-45	-11	+11	0	+1

[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.

School	Complex Area	Complex
Kea'au Middle School	KauKea'auPahoa	Kea'au

School Community Council

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.)

Role	Signature	Date
Administration		4-1-15
Community Representative(s)		4-1-15
Parent Representative(s)		4-1-15
Student Representative(s)	Aldwin Badua	4-1-15
Non-certificated Staff Representative(s)	Janine Acia	4-1-15
Teacher Representative(s)		4/1/15
		4/1/15

Complex Area Superintendent (CAS)

This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
Chad K. Farias		4-2-15

Instructions:

- Schools must send the a) *Request Form*, b) *Signature Page*, and c) a copy of the *HSTA Process Check email* to their CAS.
- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

RE: HSTA check list (waiver check list)
Yamanaka, Rae to: Brad_Silva 04/01/2015 12:28 PM
Cc: Elna_Gomes

Thanks Brad. I will send this on to Ray Camacho, HSTA.

rae

Rae A. Yamanaka
HSTA Hilo UniServ Director
101 Aupuni St., Ste.219
Hilo, HI 96720
Phone: 808-935-9301; Fax 808-969-7492
Email: ryamanaka@hsta.org

The greatest honor of a man is in doing good to his fellow men, not in destroying them.

From: Brad_Silva/KEAAUM/HIDOE@notes.k12.hi.us [mailto:Brad_Silva/KEAAUM/HIDOE@notes.k12.hi.us]
Sent: Wednesday, April 01, 2015 11:36 AM
To: Yamanaka, Rae
Cc: Elna_Gomes/KEAAUM/HIDOE@notes.k12.hi.us
Subject: HSTA check list (waiver check list)

Brad Silva
Special Education FSC
Kea'au Middle School
16-565 Kea'au Pahoa Rd.
Kea'au, HI 96749
(808) 982 - 4200 ext.245

—— Forwarded by Brad Silva/KEAAUM/HIDOE on 04/01/2015 11:34 AM ——

From: xrx7775admin@k12.hi.us
To: Brad_Silva/KEAAUM/HIDOE <Brad_Silva/KEAAUM/HIDOE@notes.k12.hi.us>,
Date: 04/01/2015 11:30 AM
Subject: Scanned from a Xerox multifunction device

Please open the attached document. It was scanned and sent to you using a Xerox multifunction device.

Attachment File Type: pdf

multifunction device Location: machine location not set
Device Name: XRX7775admin

HSTA PROCESS CHECK LIST

IMPORTANT: The APC should complete and return this form to your UniServ Director, and attach copy of exception requested.

Name: Brad Silva Phone: 313-4867

E-mail: brad.silva@mps.k12.wi.us

Position on APC: ____ APC X Faculty Rep. ____ Grievance Rep.

School: Kearn Middle School.

Step	Action Needed by APC	Completed Yes	Completed No
1	✓ A meeting with the faculty should be called by the APC to discuss exception, and achieve consensus. ✓ At least 48 hours notice should be given to faculty. ✓ The discussion should be open and collaborative, and reserved for Bargaining Unit 5 members only, to avoid appearance of undue influence. Date of mtg. 3/24	X	
2	✓ If consensus reached, ***please check "YES" box and stop here***		X
3	✓ If no consensus has been reached, prepare a secret ballot for each exception requested. ✓ Make sure the ballot question is clearly worded.	X	
4	✓ Make the ballots available to all faculty members. ✓ Contact all BU 05 members on paid or unpaid leave informing them of the vote.	X	
* 5	✓ Notify the faculty of the voting deadline and provide for five (5) working days to cast their votes.		X
6	✓ Have a roster to check off names for ballots. This helps to ensure all Bargaining Unit 5 members had opportunity to vote.	X	
7	✓ Count the votes after all ballots are in (including any ballots from teachers that are absent). ✓ Keep the ballot box in secure place until ready to count. ✓ Make sure you have a witness for the counting. ✓ Report the vote tallies to your UniServ Director. Vote Tally: A 38 B 3 C 4 Total votes cast 45/58 Percentage of votes in Affirmative: 84 % for option A.	X	

* Due to a timeline in order to submit the waiver, school only had 2 days.

* All BU5 members were contacted numerous times through email.

Summarizing Compliance Thresholds

The DOE has updated its interpretation of the compliance thresholds based on feedback from the BOE and the Attorney General's office. Those updates are listed below in *red* and are more flexible than previous interpretations: if a schedule was in compliance with 14-15 interpretation, it remains in compliance with 15-16 interpretation.

		Student learning time	Teacher instructional time	Prep Time	Lunch	"Other" Time
Weekly Total Mins =		**1525 (El)/ 1650 (Sec)**	**1285 (Sec) /1415 (El)**	**225**	**150**	**310 (El) /440 (Sec)**
For SY14-15 schedules	**DOE's Interpretation**	*Minimum*	*Absolute*	*Minimum*	*Absolute*	*Absolute*
	Need Waiver /Exception if:	Under	Under or over	Under	Under or over	Under or over
For SY15-16 schedules	**DOE's Interpretation**	*Minimum*	*Maximum*	*Minimum*	*Minimum*	*Maximum*
	Need Waiver /Exception if:	Under	Over	Under	Under	Over

Reading the table:

Example: *For SY15-16, the requirement for teacher instructional time in a maximum, meaning if schedule instructional time is "over" 1285 (secondary) or 1415 (elementary), a contract exception is needed.*

2. Departmental Classes

a. Twelve hundred eighty-five (1285) minutes of instructional time per work week.

b. Two hundred twenty-five (225) minutes of preparation time per work week in blocks of not less than forty-five (45) continuous minutes during the teachers' regular work day, except as provided for in Article VI, Section X. 1- Preparation Periods.

c. One hundred fifty (150) minutes of duty free lunch periods per work week in blocks of not less than thirty (30) continuous minutes during the teachers' regular work day except as provided for in Article VI, Section Y- Duty Free Lunch Period.

d. Four hundred forty (440) minutes to be used during the work week exclusively for:

(1) all faculty meetings
(2) departmental meetings
(3) grade level meetings
(4) curriculum meetings
(5) passing time
(6) opening and closing time
(7) recess
(8) homeroom
(9) scheduled activity periods on a voluntary basis
(10) study hall

DD. WORK LOAD (TEACHING SCHEDULES)

1. To further support schools in their standards-based reform initiatives, as well as the need for additional instructional time, the parties agree that school faculties may implement rotating, block or other non-traditional schedules by redistributing teachers' work time as delineated in Article VI-CC.

2. Any redistribution of teachers' work time which results in varying lengths of the school day may not exceed an aggregate of the thirty-five (35) hour work week. Appropriately scheduled faculty meetings, departmental meetings, grade level/curricular meetings, and team planning meetings, etc. may be provided for in this redistribution of teachers' work times.

3. The change in weekly assignments or the implementation of rotating, block or other non-traditional schedules shall be determined through an open, democratic, and collaborative process.

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for King Kekaulike High School**

1. RECOMMENDATION

That the Board of Education (BOE) approves King Kekaulike High School's SCC Waiver Request allowing the school to implement a bell schedule that creates 187 minutes of consecutive work time prior to a 15-minute break, one day a week. This request exceeds the contractual agreement of 180 minutes of consecutive work by seven minutes.

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 Statute (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 CC, Work Time Distribution, Weekly Totals Within the 7-Hour Day, 5-Day Week.

d. Arguments in support of the recommendation

King Kekaulike High School has requested approval to implement a bell schedule that creates 187 minutes of consecutive work time prior to a 15-minute break, one day a week. This request exceeds the contractual agreement of 180 minutes of consecutive work by seven minutes.

The request is supported by the following arguments:

- On Fridays, the bell schedule will have more classes in the morning and fewer in the afternoon.
- Moving back-to-back 86-minute class periods to the beginning of the day on Friday will allow students to manage the three-hour block of time when they have more energy.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (February 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (March 5, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School	King Kekaulike H.S.	Complex	Kekaulike	Complex Area	BKM
Type	◉ New ○ Renewal	Strive HI Classification (SY14-15)		Focus	

Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- ☐ *School Schedule - HRS 302A-251: Minimum student learning time*
- ☐ *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- ☑ *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- ☐ *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- ☐ *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- ☐ *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- ☐ *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- ☐ *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- ☐ *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- ☐ *Other*

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

SY15-16

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	1/28/	Meeting Type	Faculty	Outcome	Consensus to go forward with the
Date	12/16	Meeting Type	Faculty	Outcome	Bell schedule modification shared
Date	11/14	Meeting Type	Online Colla	Outcome	Input collected from faculty via go
Date	11/16	Meeting Type	Bell Schedul	Outcome	Volunteer Bell schedule committee
Date	11/21	Meeting Type	bell Schedul	Outcome	Bell schedule committee reviewed
Date	12/3/	Meeting Type	Bell Schedul	Outcome	Bell Schedule Committe Drafted p
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	1668 minutes of Student Learning time. This exceeds the requirements by 18 minutes.
Why is the school not able to, or requesting not to, meet the statutory requirements?	N/A
How will time be better used to support student success?	N/A
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	N/A
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	N/A

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST: How does the proposed schedule differ from contractual obligations?	1285 minute of Teacher Instructional time. This meets the requirement
Why is the school not able to, or requesting not to, meet the contractual obligations?	N/A
How will time be better used to support student and educator success?	N/A
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	N/A

PARENT-TEACHER CONFERENCES - DOE Regulation 4510.3 Released Time for Conferences

SUMMARIZE YOUR REQUEST: How does the school propose scheduling parent-teacher conferences?

Required data: The Superintendent requires that the school conduct a parent survey to demonstrate parent support for this request.

# of Surveys Distributed

Surveys returned

in favor

not in favor

undecided

How will this serve to support student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

SCHOOL ATTENDANCE PROCEDURES - DOE School Attendance Procedures, Revised August 2001

SUMMARIZE YOUR REQUEST: What changes will the school implement if the request is approved?

Provide a comparison of chronic absenteeism data over a 3-year period.

SY12-13	SY12-13	SY14-15

Explain data trend over these years.

How will this serve to improve student learning and outcome?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

QUARTERLY GRADES - CBA Article VI, R: Evaluation of Students / Grading Preparation

SUMMARIZE YOUR REQUEST: When does the school proposed reporting quarterly grades?

How will this serve to improve student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

OTHER

SUMMARIZE YOUR REQUEST: What is the subject of the waiver or exception?	Our request is to rearrange the order of class one day per week. The result of this creates 187 minute of consecutive work time prior to a 15 minute break. Exceeding the contractual agreement of 180 mines of consecutive work by 7 minutes. We would also move 18 minutes of homeroom time to study hall time.
What will the school implement if the request is approved?	On Fridays our bell schedule will have more classes in the morning and fewer in the afternoon (as compared to our approved shedule for SY14-15).
How will this serve to improve student learning and outcomes?	Moving the back to back 86 minute class periods to the beginning of the day will allow student to manage that 3 hr. chunk of time when they have more energy (as opposed to a
If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

A	B	C
7:45-7:50 (5) Opening	7:45-7:50 (5) Opening	7:45-7:50 (5) Opening
7:50-7:55 (5) Homeroom	7:50-7:55 (5) Homeroom	7:50-7:55 (5) Homeroom
7:55-8:57 (62) Period 1	7:55-8:57 (62) Period 6	7:55-8:57 (62) Period 4
8:57-9:02 (5) Passing	8:57-9:02 (5) Passing	8:57-9:02 (5) Passing
9:02-10:04 Period 2	9:02-10:04 (62) Period 7	[redacted]
10:04-10:19 (15) Recess	10:04-10:35 (31) Study Hall	10:04-10:40 (36) Study Hall
10:19-10:24 (5) Passing	10:35-10:50 (15) Recess	10:40-10:55 (15) Recess
10:24-11:26 (62) Period 3	10:50-10:55 (5) Passing	10:55-11:00 (5) Passing
11:26-11:56 (30) Lunch	10:55-11:57 (62) Period 1	11:00-12:02 (62) Period 6
11:56-12:01 (5) Passing	11:57-12:27 (30) Lunch	12:02-12:32 (30) Lunch
12:01-1:03 (62) Period 4	12:27-12:32 (5) Passing	12:32-12:37 (5) Passing
1:03-1:08 (5) Passing	12:32-1:34 (62) Period 2	12:37-1:39 (62) Period 7
[redacted]	1:34-1:39 (5) Passing	1:39-1:44 (5) Closing
2:10-2:15 (5) Closing	1:39-2:41 (62) Period 3	1:44-2:45 (61) Meeting
2:15-2:45 (30) Meeting	2:41-2:45 (4) Closing	

	D	E
1	**D**	**E**
2	7:45-7:50 (5) Opening	7:45-7:50 (5) Opening
3	7:50-7:55 (5) Homeroom	7:50-7:55 (5) Homeroom
4	7:55-9:21 (86) Period 1	7:55-9:21 (86) Period 4
5	9:21-9:26 (5) Passing	9:21-9:26 (5) Passing
6	[illegible]	9:26-10:52 (86) Period 5
7	9:51-10:22 (31) Study Hall	10:52-11:07 (15) Recess
8	10:22-10:37 (15) Recess	11:07-11:12 (5) Passing
9	10:37-10:42 (5) Passing	11:12-12:38 (86) Period 6
10	10:42-12:08 (86) Period 2	12:38-1:08 (30) Lunch
11	12:08-12:38 Lunch	1:08-1:13 (5) Passing
12	12:38-12:43 (5) Passing	1:13-2:39 (86) Period 7
13	12:43-2:09 (86) Period 3	2:39-2:45 (6) Closing
14	2:09-2:14 (5) Closing	
15	2:14-2:45 (36) Meeting	
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	A	B	C
1	**A**	**B**	**C**
2	7:45-7:50 (5) Opening	7:45-7:50 (5) Opening	7:45-7:50 (5) Opening
3	7:50-7:55 (5) Homeroom	7:50-7:55 (5) Homeroom	7:50-7:55 (5) Homeroom
4	7:55-8:57 (62) Period 1	7:55-8:57 (62) Period 6	7:55-8:57 (62) Period 4
5	8:57-9:02 (5) Passing	8:57-9:02 (5) Passing	8:57-9:02 (5) Passing
6	9:02-10:04 Period 2	9:02-10:04 (62) Period 7	
7	10:04-10:19 (15) Recess	10:04-10:35 (31) Study Hall	10:04-10:40 (36) Study Hall
8	10:19-10:24 (5) Passing	10:35-10:50 (15) Recess	10:40-10:55 (15) Recess
9	10:24-11:26 (62) Period 3	10:50-10:55 (5) Passing	10:55-11:00 (5) Passing
10	11:26-11:56 (30) Lunch	10:55-11:57 (62) Period 1	11:00-12:02 (62) Period 6
11	11:56-12:01 (5) Passing	11:57-12:27 (30) Lunch	12:02-12:32 (30) Lunch
12	12:01-1:03 (62) Period 4	12:27-12:32 (5) Passing	12:32-12:37 (5) Passing
13	1:03-1:08 (5) Passing	12:32-1:34 (62) Period 2	12:37-1:39 (62) Period 7
14		1:34-1:39 (5) Passing	1:39-1:44 (5) Closing
15	2:10-2:15 (5) Closing	1:39-2:41 (62) Period 3	1:44-2:45 (61) Meeting
16	2:15-2:45 (30) Meeting	2:41-2:45 (4) Closing	
17			
18			

	D
1	**Z**
2	7:45-7:50 (5) Opening
3	7:50-7:55 (5) Homeroom
4	7:55-8:38 (43) Period 1
5	8:38-8:43 (5) Passing
6	8:43-9:26 (43) Period 2
7	9:26-9:31 (5) Passing
8	9:31-10:14 (43) Period 3
9	10:14-10:29 (15) Recess
10	10:29-10:34 (5) Passing
11	10:34-11:17 (43) Period 4
12	11:17-11:22 (5) Passing
13	11:22-12:05 (43) Period 5
14	12:05-12:35 (30) Lunch
15	12:35-12:40 (5) Passing
16	12:40-1:23 (43) Period 6
17	1:23-1:28 (5) Passing
18	1:28-2:15 (43) Period 7

School	Complex Area	Complex
King Kekaulike HS	Kekaulike	BKM Maui

School Community Council

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.)

Role	Signature	Date
Administration		2/3/15
Community Representative(s)		2/3/15
Parent Representative(s)	Kathy	2/3/15
Student Representative(s)		2/3/15
Non-certificated Staff Representative(s)		
Teacher Representative(s)	Ronny Ka	2/3/15
	Beate Arendale	2/3/15

Complex Area Superintendent (CAS)

This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
Alvin Shimo		2-4-15

Instructions:

- Schools must send the a) *Request Form*, b) *Signature Page*, and c) a copy of the *HSTA Process Check email* to their CAS.
- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

Kekaulike 2015-2016 Bell Schedule/Contract Exception

Sarah Henley to: enagamine 02/03/2015 02:58 PM

Cc: Mark Elliott, Bryan Smith, Ann Crawford, Rob Harper-O'Connor

Aloha Eric-

FYI, we approved a bell schedule for next year through consensus that has a slight contract. exception. We have one block of time on Friday morning that lasts 177 minutes (the same as we approved for the current semester). There is also a slight change from our current schedule in that five minutes of "opening" time on T, W, Th has been moved to the study hall block. I have attached a copy.

Mahalo,

Sarah Henley
APC Chair

15-16 Bell Schedule.xlsx

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for King Kekaulike High School**

1. RECOMMENDATION

That the Board of Education (BOE) approves King Kekaulike High School's SCC Waiver Request allowing the school to implement a schedule that does not meet the statutory requirement of implementing a school year of 180 days in order to provide two days of professional development for their teachers

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

b. Previous action of the Board on the same or similar matter

None.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time

d. Arguments in support of the recommendation

King Kekaulike High School has requested approval to implement a schedule that does not meet the statutory requirement of a school year of 180 days in order to provide two days of professional development for their teachers in coordination with other schools in the Kekaulike Complex.

The request is supported by the following arguments:

- Professional development is required to address successful implementation of statewide initiatives, such as the Educator Effectiveness System (EES), Response to Intervention (RTI), Science, Technology, Engineering and Mathematics (STEM), Accreditation, and Common Core.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School	Kekaulike H.S.	Complex	BKM	Complex Area	King Kekaulike
Type	◉ New ○ Renewal	Strive HI Classification (SY14-15)		Continuous Improvement	

Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- [x] *School Schedule - HRS 302A-251: Minimum student learning time*
- [ ] *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- [ ] *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- [ ] *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- [ ] *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- [ ] *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- [ ] *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- [ ] *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [x] *Other* 2 Professional Development for K-12 Complex Articulation

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	12/3/2014	Meeting Type	GLC/ART	Outcome	Consensus - Agreed to Dates for Waivers
Date	1/28/2015	Meeting Type	STAFF	Outcome	Consensus- Agreed to new dates to waivers. (calendar changed)
Date	1/27/2015	Meeting Type	SCC	Outcome	Agreed to waiver dates. - Consensus
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	Kekaulike High is requesting two (2) Waiver Days for the school year 2015-2016. Student learning time will be decreased by a total of 12 hours for the school year. Students will be in school for 178 days instead of 180 days. In the school years 2013-14 and 2014-15, the HSTA contract afforded certificated staff 21 hours of professional development (PD). This time has been very beneficial to improve teaching practices & increase student learning. This PD time will no longer be available.
Why is the school not able to, or requesting not to, meet the statutory requirements?	Kekaulike High School School is requesting not to meet the statutory requirements because it is imperative to provide professional development and collaboration time to certificated staff, so they may work with other schools in the complex. The K-12 Construct further supports students with quality education in their quest to be college and career ready.
How will time be better used to support student success?	These Waiver Days will give certificated staff in the Kekaulike Complex opportunities to continue to build and strengthen a K-12 Construct through meaningful collaboration both horizontally and vertically in order to devise an action plan for the benefit of all students.
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	In SY 2012-12, Kekaulike High School recieved a Strive HI score of 221 points but a high graduation gap triggered Focus Group status for the school. In SY 2013-14, math proficiency decreased a total of two percent down to 33 percent. Reading proficiency prociency decreased a total of 7 percent to 68 percent. Kekaulike would benefit from collaboration days to align it's curriculum within the school as well as with feeder schools, with the primary focus being Common Core and struggling students.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	on the Six Priority Strategies so they may provide high-quality, relevant, and rigorous instruction that is consistent throughout the complex schools.

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST: How does the proposed schedule differ from contractual obligations?

Why is the school not able to, or requesting not to, meet the contractual obligations?

How will time be better used to support student and educator success?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

PARENT-TEACHER CONFERENCES - DOE Regulation 4510.3 Released Time for Conferences

SUMMARIZE YOUR REQUEST: How does the school propose scheduling parent-teacher conferences?

Required data: The Superintendent requires that the school conduct a parent survey to demonstrate parent support for this request.

# of Surveys Distributed

Surveys returned

in favor

not in favor

undecided

How will this serve to support student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

SCHOOL ATTENDANCE PROCEDURES - DOE School Attendance Procedures, Revised August 2001

SUMMARIZE YOUR REQUEST: What changes will the school implement if the request is approved?

Provide a comparison of chronic absenteeism data over a 3-year period.

SY12-13	SY12-13	SY14-15

Explain data trend over these years.

How will this serve to improve student learning and outcome?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

QUARTERLY GRADES - CBA Article VI, R: Evaluation of Students / Grading Preparation

SUMMARIZE YOUR REQUEST: When does the school proposed reporting quarterly grades?

How will this serve to improve student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

OTHER

SUMMARIZE YOUR REQUEST: What is the subject of the waiver or exception?	We would like to build a K-12 Construct by having 2 additional PD Days.
What will the school implement if the request is approved?	The school will provide PD for teachers to work with other schools in the complex to provide a K-12 construct to support college and career ready students.
How will this serve to improve student learning and outcomes?	Students will be afforded high quality, relevant instruction that is consistent throughout the complex
If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	Not a renewal, however, the use of the 21 hour plus during the past 2 years have been beneficial to provide PD for teachers to improve their teaching strategies.

School	Complex Area	Complex
King Kekaulike HS	Kekaulike	BKM Maui

School Community Council

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.)

Role	Signature	Date
Administration		2/3/15
Community Representative(s)		2/3/15
Parent Representative(s)		2/3/15
Student Representative(s)		2/3/15
Non-certificated Staff Representative(s)		
Teacher Representative(s)		2/3/15
		2/3/15

Complex Area Superintendent (CAS)

This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
Alvin Shima		2-4-15

Instructions:

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- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Kula Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Kula Elementary School's SCC Waiver Request allowing the school to implement a Kindergarten schedule that does not meet the statutory requirement of a minimum of 1,525 weekly minutes during the first seven and one half (7-1/2) days of the school year in order to transition students into Kindergarten.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

b. Previous action of the Board on the same or similar matter

In previous years, the BOE has approved some requests to implement school schedules that did not meet the statutory requirements, including Kalaheo High School.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

d. Arguments in support of the recommendation

Kula Elementary School has requested approval to implement a Kindergarten schedule that does not meet the statutory requirement of a minimum of 1,525 weekly minutes of student instruction during the first seven and one half (7-1/2) days of the school year in order to assess and transition students into Kindergarten.

The request is supported by the following arguments:

- Kindergarten students need to transition into a full day of instruction.
- Assessing students in their first year of school provides valuable baseline information to address their instructional needs.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

02-09

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School: Kula Elementary | Complex: BKM | Complex Area: King Kekaulike

Type: ◯ New ◯ Renewal | Strive HI Classification (SY14-15): Continuous Improvement

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Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- [x] *School Schedule - HRS 302A-251: Minimum student learning time*
- [ ] *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- [ ] *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- [ ] *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
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- [ ] *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- [ ] *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [ ] *Other* _____

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

SY 15-16

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	01/14/2015	Meeting Type	Faculty	Outcome	24 out of 24 teachers in favor
Date	01/27/2015	Meeting Type	School Community Council	Outcome	9 out of 9 members in favor
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	Kula Elementary School is requesting four half-day Waiver Days for the school year 2015-2016. Student learning time for Kindergarten students will be reduced by 12.5 hours. Students will be in school for 178 days instead of 180 days. This is a new practice at Kula Elementary School to supplement the previous practice of Kindergärtners missing 5.5 days. The request needs to be made at this date because Kindergarten is now mandatory.
Why is the school not able to, or requesting not to, meet the statutory requirements?	Kula Elementary School is requesting not to meet the statutory requirements because it is imperative to provide incoming Kindergarten students with readiness skills in order to plan for their needs. This opportunity ensures parents that their children will have a smooth transition from a preschool environment or home environment where there may be less academic structure and demands.
How will time be better used to support student success?	These Waiver Days will provider Kindergarten families the needed support to transition their children into a public school environment.
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	Classroom behavior, as reported by teachers increases when students are oriented into the school procedures as a small group. Classroom procedures and routines are reviewed which provides more long term learning time.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	on the Six Priority Strategies so they may provide high-quality, relevant, and rigorous instruction that is consistent throughout the complex schools.

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST: How does the proposed schedule differ from contractual obligations?	
Why is the school not able to, or requesting not to, meet the contractual obligations?	
How will time be better used to support student and educator success?	
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

PARENT-TEACHER CONFERENCES - DOE Regulation 4510.3 Released Time for Conferences

SUMMARIZE YOUR REQUEST: How does the school propose scheduling parent-teacher conferences?

Required data: The Superintendent requires that the school conduct a parent survey to demonstrate parent support for this request.

# of Surveys Distributed

Surveys returned

in favor

not in favor

undecided

How will this serve to support student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

SCHOOL ATTENDANCE PROCEDURES - DOE School Attendance Procedures, Revised August 2001

SUMMARIZE YOUR REQUEST: What changes will the school implement if the request is approved?

Provide a comparison of chronic absenteeism data over a 3-year period.

SY12-13 | SY12-13 | SY14-15

Explain data trend over these years.

How will this serve to improve student learning and outcome?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

QUARTERLY GRADES - CBA Article VI, R: Evaluation of Students / Grading Preparation

SUMMARIZE YOUR REQUEST: When does the school proposed reporting quarterly grades?

How will this serve to improve student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

OTHER

SUMMARIZE YOUR REQUEST: What is the subject of the waiver or exception?	
What will the school implement if the request is approved?	
How will this serve to improve student learning and outcomes?	
If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

School	Complex Area	Complex

School Community Council
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.)

Role	Signature	Date
Administration		2/3/15
Community Representative(s)		2-3-15
Parent Representative(s)		2/3/15
Student Representative(s)	Hannah Faris	2/3/15
Non-certificated Staff Representative(s)		2-3-15
Teacher Representative(s)		2-3-15

Complex Area Superintendent (CAS)
This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
Alvin Shima		2-3-15

Instructions:

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STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Kula Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Kula Elementary School's SCC Waiver Request allowing the school to implement a schedule that does not meet the statutory requirement of implementing a school year of 180 days in order to provide two days of professional development for their teachers.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

b. Previous action of the Board on the same or similar matter

None.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

d. Arguments in support of the recommendation

Kula Elementary School has requested approval to implement a schedule that does not meet the statutory requirement of a school year of 180 days in order to provide two days of professional development for their teachers in coordination with other schools in the Kekaulike Complex.

The request is supported by the following arguments:

- Professional development is required to address successful implementation of statewide initiatives such as the Educator Effectiveness System (EES), Response to Intervention (RTI), Science, Technology, Engineering and Mathematics (STEM), Accreditation, and Common Core.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School	Kula Elementary	Complex	BKM	Complex Area	King K
Type	◉ New ○ Renewal	Strive HI Classification (SY14-15)	Continuous Improvement		

Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- ☐ *School Schedule - HRS 302A-251: Minimum student learning time*
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- ☐ *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- ☐ *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- ☐ *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- ☑ *Other* 2 Professional Development for K-12 Complex Articulation

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

SY 2015-16

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	01/1	Meeting Type	Faculty	Outcome	24 out of 24 teachers in favor
Date	01/27	Meeting Type	School Comm	Outcome	5 out of 9 members in favor
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
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Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	
Why is the school not able to, or requesting not to, meet the statutory requirements?	
How will time be better used to support student success?	
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST: How does the proposed schedule differ from contractual obligations?	
Why is the school not able to, or requesting not to, meet the contractual obligations?	
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PARENT-TEACHER CONFERENCES - DOE Regulation 4510.3 Released Time for Conferences

SUMMARIZE YOUR REQUEST: How does the school propose scheduling parent-teacher conferences?

Required data: The Superintendent requires that the school conduct a parent survey to demonstrate parent support for this request.

# of Surveys Distributed

Surveys returned

in favor

not in favor

undecided

How will this serve to support student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

SCHOOL ATTENDANCE PROCEDURES - DOE School Attendance Procedures, Revised August 2001

SUMMARIZE YOUR REQUEST: What changes will the school implement if the request is approved?

Provide a comparison of chronic absenteeism data over a 3-year period.

SY12-13 SY12-13 SY14-15

Explain data trend over these years.

How will this serve to improve student learning and outcome?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

QUARTERLY GRADES - CBA Article VI, R: Evaluation of Students / Grading Preparation

SUMMARIZE YOUR REQUEST: When does the school proposed reporting quarterly grades?

How will this serve to improve student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

OTHER

SUMMARIZE YOUR REQUEST: What is the subject of the waiver or exception?	We would like to build a K-12 Construct by having 2 additional PD Days.
What will the school implement if the request is approved?	The school will provide PD for teachers to work with other schools in the complex to provide a K-12 construct to support college and career ready students.
How will this serve to improve student learning and outcomes?	Students will be afforded high quality, relevant instruction that is consistent throughout the complex
If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	Not a renewal, however, the use of the 21 hour plus during the past 2 years have been beneficial to provide PD for teachers to improve their teaching strategies.

School	Complex Area	Complex

School Community Council
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.)

Role	Signature	Date
Administration		2/3/15
Community Representative(s)		2-3-15
Parent Representative(s)		2/3/15
Student Representative(s)	Hannah Faris	2/3/15
Non-certificated Staff Representative(s)		2-3-15
Teacher Representative(s)		2-3-15

Complex Area Superintendent (CAS)
This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
Alvin Shima		2-3-15

Instructions:

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- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
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Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

Fw: Waiver Days
Rochelle Abreu to: Susan Gouveia 02/04/2015 08:12 AM

----- Forwarded by Rochelle Abreu/KULA/HIDOE on 02/04/2015 08:12 AM -----

From:	Emily Gourlay/KULA/HIDOE
To:	Rochelle Abreu/KULA/HIDOE@HIDOE,
Cc:	Chris Bachaus/KULA/HIDOE@HIDOE, enagamine@hsta.org
Date:	02/04/2015 07:59 AM
Subject:	Waiver Days

At our Faculty Meetings on 12/10/14 and 12/17/14 the faculty provided input on the Waiver Day process. We agreed to two additional days next year.

Thanks,

Emily Gourlay
HSTA Head Faculty Rep.

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Makawao Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Makawao Elementary School's SCC Waiver Request allowing the school to implement a Kindergarten schedule that does not meet the statutory requirement of a minimum of 1,525 weekly minutes during the first five days of the school year in order to transition students into Kindergarten.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

b. Previous action of the Board on the same or similar matter

In previous years, the BOE has approved some requests to implement school schedules that did not meet the statutory requirements, including Kalaheo High School.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

d. Arguments in support of the recommendation

Makawao Elementary School has requested approval to implement a Kindergarten schedule that does not meet the statutory requirement of a minimum of 1,525 weekly minutes of student instruction during the first five days of the school year in order to assess and transition students into Kindergarten.

The request is supported by the following arguments:

- Kindergarten students need to transition into a full day of instruction.
- Assessing students in their first year of school provides valuable baseline information to address their instructional needs.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School	Makawao Elementary	Complex	Kekaulike	Complex Area	B-K-M
Type	◉ New ○ Renewal	Strive HI Classification (SY14-15)		Continuous Improvement	

Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- [x] *School Schedule - HRS 302A-251: Minimum student learning time*
- [ ] *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- [ ] *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- [ ] *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- [ ] *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- [ ] *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- [ ] *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- [ ] *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [ ] *Other*

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date		Meeting Type		Outcome	
Date	1/28	Meeting Type	STAFF	Outcome	Consensus- Agreed to new dates tc
Date	2/2	Meeting Type	SCC	Outcome	Agreed to waiver dates. - Consensu
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	Makawao Elelementary School is requesting four and 1/2 (4.5) Waiver Days for the school year 2015-2016. Student learning time for Kindergarten students will be reduced by 27 hours. Students will be in school for 175.5 days instead of 180 days. This has been the practice at Makawao School for at least that past 25 years. The request needs to be made at this date because Kindergarten is now mandatory. The waiver request does not include a Parent Orientation that is held in the evening.
Why is the school not able to, or requesting not to, meet the statutory requirements?	Makawao School is requesting not to meet the statutory requirements because it is imperative to assess Kindergarten readiness skills in order to plan for students' needs. Orientation days provide smooth transitions from preschool and/or home environments, where there may be less academic structure and demands.
How will time be better used to support student success?	These Waiver Days will provide Kindergarten students and families the needed support to transition their children into a public school environment. Students will have the opportunity to learn in small group settings using guided practice and one-to-one strategies.
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	Positive classroom behavior, as reported by teachers, increases when students and families are oriented into the school procedures and routines. When these procedures and routines are established at the beginning of the school year, rigorous learning time can be implemented quickly for more long-term student learning and results.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST: How does the proposed schedule differ from contractual obligations?

Why is the school not able to, or requesting not to, meet the contractual obligations?

How will time be better used to support student and educator success?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

PARENT-TEACHER CONFERENCES - DOE Regulation 4510.3 Released Time for Conferences

SUMMARIZE YOUR REQUEST: How does the school propose scheduling parent-teacher conferences?

Required data: The Superintendent requires that the school conduct a parent survey to demonstrate parent support for this request.

# of Surveys Distributed

Surveys returned

in favor

not in favor

undecided

How will this serve to support student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

SCHOOL ATTENDANCE PROCEDURES - DOE School Attendance Procedures, Revised August 2001

SUMMARIZE YOUR REQUEST: What changes will the school implement if the request is approved?

Provide a comparison of chronic absenteeism data over a 3-year period.

SY12-13	SY12-13	SY14-15

Explain data trend over these years.

How will this serve to improve student learning and outcome?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

QUARTERLY GRADES - CBA Article VI, R: Evaluation of Students / Grading Preparation

SUMMARIZE YOUR REQUEST: When does the school proposed reporting quarterly grades?

How will this serve to improve student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

OTHER

SUMMARIZE YOUR REQUEST: What is the subject of the waiver or exception?

What will the school implement if the request is approved?

How will this serve to improve student learning and outcomes?

If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

waiver days

Danielle Hartwick to: enagamine, rcamacho 01/29/2015 09:48 AM

Cc: Robyn Honda

Hi Eric and Raymond,

The staff at Makawao Elementary School reached a consensus through a majority vote at staff meeting on two (2) Waiver requests: (1) two Waiver Days for the school year 2015-2016 and (2) a modified phase-in schedule for Kindergarten Orientation for the school year 2015-2016. Please let me know if you have any questions. Thanks, Danielle

Danielle Hartwick
K-1 Special Education Teacher
Makawao Elementary School
808-573-8770

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Makawao Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Makawao Elementary School's SCC Waiver Request allowing the school to implement a schedule that does not meet the statutory requirement of implementing a school year of 180 days in order to provide two days of professional development for their teachers.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

b. Previous action of the Board on the same or similar matter

None.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

d. Arguments in support of the recommendation

Makawao Elementary School has requested approval to implement a schedule that does not meet the statutory requirement of a school year of 180 days in order to provide two days of professional development for their teachers in coordination with other schools in the Kekaulike Complex.

The request is supported by the following arguments:

- Professional development is required to address successful implementation of statewide initiatives such as the Educator Effectiveness System (EES), Response to Intervention (RTI), Science, Technology, Engineering and Mathematics (STEM), Accreditation, and Common Core.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School	Makawao Elem.	Complex	Kekaulike	Complex Area	B-K-M
Type	(●) New ( ) Renewal	Strive HI Classification (SY14-15)		Continuous Improvement	

Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- [x] *School Schedule - HRS 302A-251: Minimum student learning time*
- [ ] *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- [ ] *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- [ ] *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- [ ] *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- [ ] *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- [ ] *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- [ ] *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [ ] *Other*

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

SY 2015-2016

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	12/3	Meeting Type	Leadership	Outcome	Consensus
Date	12/10	Meeting Type	Grade-level/S	Outcome	Discussion
Date	12/17	Meeting Type	Faculty	Outcome	Consensus to implement
Date	1/13	Meeting Type	SCC	Outcome	Consensus to submit Waiver
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	Makawao School is requesting two Waiver Days (Aug. 31, 2015 & Apr. 22, 2016) for SY 2015-16. Student learning time will be decreased by a total of 12 hours for the school year. School days will be 178 days instead of 180 days. In the school years 2013-14 and 2014-15, the HSTA contract afforded certificated staff 21 hours of professional development (PD). This time has been very beneficial to improve teaching practices & increase student learning. This PD time will no longer be available.
Why is the school not able to, or requesting not to, meet the statutory requirements?	Makawao Elementary School is requesting not to meet the statutory requirements because it is imperative to provide professional development and collaboration time to certificated staff, so they may work with other schools in the complex. The K-12 Construct further supports students with quality education in their quest to be college and career ready.
How will time be better used to support student success?	These Waiver Days will give certificated staff in the Kekaulike Complex opportunities to continue to build and strengthen a K-12 Construct through meaningful collaboration both horizontally and vertically in order to devise an action plan for the benefit of all students.
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	A comparison of the Strive HI data for the school years 2012-13 and 2013-14 shows the school improved from 165 to 237 points, a 72 point increase. In addition, science proficiency in Achievement increased from 53% to 60%. In the area of Growth, math increased from 46% to 59% & reading increased from 47% to 53%. This data shows that student learning has increased because teachers are afforded opportunities to collaborate
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	on the Six Priority Strategies so they may provide high-quality, relevant, and rigorous instruction that is consistent throughout the complex schools.

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST: How does the proposed schedule differ from contractual obligations?

Why is the school not able to, or requesting not to, meet the contractual obligations?

How will time be better used to support student and educator success?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

PARENT-TEACHER CONFERENCES - DOE Regulation 4510.3 Released Time for Conferences

SUMMARIZE YOUR REQUEST: How does the school propose scheduling parent-teacher conferences?

Required data: The Superintendent requires that the school conduct a parent survey to demonstrate parent support for this request.

# of Surveys Distributed

Surveys returned

in favor

not in favor

undecided

How will this serve to support student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

SCHOOL ATTENDANCE PROCEDURES - DOE School Attendance Procedures, Revised August 2001

SUMMARIZE YOUR REQUEST: What changes will the school implement if the request is approved?

Provide a comparison of chronic absenteeism data over a 3-year period.

SY12-13	SY12-13	SY14-15

Explain data trend over these years.

How will this serve to improve student learning and outcome?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

QUARTERLY GRADES - CBA Article VI, R: Evaluation of Students / Grading Preparation

SUMMARIZE YOUR REQUEST: When does the school proposed reporting quarterly grades?

How will this serve to improve student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

OTHER

SUMMARIZE YOUR REQUEST: What is the subject of the waiver or exception?

What will the school implement if the request is approved?

How will this serve to improve student learning and outcomes?

If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

Two (2) Waiver Days

School	Complex Area	Complex
Makawao Elem..	B-K-M	Kekaulike

School Community Council

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.)

Role	Signature	Date
Administration		1/13/2015
Community Representative(s)	1/13/15	
Parent Representative(s)	Cindy 1/13/15	01/13/15
Student Representative(s)	Savanna Tanouye 1/13/15 Camden Eyre 1/13/15	
Non-certificated Staff Representative(s)		1/13/15
Teacher Representative(s)	Jennifer Barr 1/13/15	1/13/15

Complex Area Superintendent (CAS)

This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
Alvin Shima		2-3-15

Instructions:

- Schools must send the a) *Request Form*, b) *Signature Page*, and c) a copy of the *HSTA Process Check email* to their CAS.
- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

waiver days
Danielle Hartwick to: enagamine, rcamacho 01/29/2015 09:48 AM
Cc: Robyn Honda

Hi Eric and Raymond,

The staff at Makawao Elementary School reached a consensus through a majority vote at staff meeting on two (2) Waiver requests: (1) two Waiver Days for the school year 2015-2016 and (2) a modified phase-in schedule for Kindergarten Orientation for the school year 2015-2016. Please let me know if you have any questions. Thanks, Danielle

Danielle Hartwick
K-1 Special Education Teacher
Makawao Elementary School
808-573-8770

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Niu Valley Middle School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Niu Valley Middle School's SCC Waiver Request allowing the school to implement a bell schedule that includes 215 minutes of student instructional time on ten selected days, 115 minutes less than the statutory requirement of minimum of 330 daily minutes.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

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

In previous years, the BOE has approved some requests to implement school schedules that did not meet the statutory requirements, including Waiakea High School.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

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

d. Arguments in support of the recommendation

Niu Valley Middle School has requested approval to implement a bell schedule that includes 215 minutes of student instructional time on ten selected days, 115 minutes less than the statutory requirement of 330 daily minutes.

The request is supported by the following arguments:

- The ten days of 115 minutes will be used to conduct six days of student led conferences, three days per semester, and four days of joint International Baccalaureate articulation with Kaiser High School, one day per quarter.
- Student led conferences are an opportunity for students to present to their parents their progress in school. It allows students to take ownership of their education.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (February 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (March 5, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School: Niu Valley Middle | Complex: Kaiser | Complex Area: Farrington

Type: (●) New ( ) Renewal | Strive HI Classification (SY14-15): Continuous Improvement

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Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- [ ] *School Schedule - HRS 302A-251: Minimum student learning time*
- [ ] *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- [ ] *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- [ ] *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- [ ] *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- [ ] *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- [ ] *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- [ ] *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [x] *Other* Early Release Time for Student Led Conference & Joint Inter

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	02/1	Meeting Type	SCC	Outcome	unanimous vote in favor of the chan
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	
Why is the school not able to, or requesting not to, meet the statutory requirements?	
How will time be better used to support student success?	
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST: How does the proposed schedule differ from contractual obligations?	
Why is the school not able to, or requesting not to, meet the contractual obligations?	
How will time be better used to support student and educator success?	
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

PARENT-TEACHER CONFERENCES - DOE Regulation 4510.3 Released Time for Conferences

SUMMARIZE YOUR REQUEST: How does the school propose scheduling parent-teacher conferences?

Required data: The Superintendent requires that the school conduct a parent survey to demonstrate parent support for this request.

# of Surveys Distributed

Surveys returned

in favor

not in favor

undecided

How will this serve to support student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

SCHOOL ATTENDANCE PROCEDURES - DOE School Attendance Procedures, Revised August 2001

SUMMARIZE YOUR REQUEST: What changes will the school implement if the request is approved?

Provide a comparison of chronic absenteeism data over a 3-year period.

SY12-13 SY12-13 SY14-15

Explain data trend over these years.

How will this serve to improve student learning and outcome?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

QUARTERLY GRADES - CBA Article VI, R: Evaluation of Students / Grading Preparation

SUMMARIZE YOUR REQUEST: When does the school proposed reporting quarterly grades?

How will this serve to improve student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

OTHER

SUMMARIZE YOUR REQUEST: What is the subject of the waiver or exception?	10 days of Early Release Time (12:30 pm). Our normal release time is at 2:25 pm.
What will the school implement if the request is approved?	3 days per semester (6 total) for Student Led Conferences. 1 day per quarter (4 total) for Joint International Baccalaureate (IB) Articulation with Kaiser High School (KHS).
How will this serve to improve student learning and outcomes?	Student Led Conferences are an educational opportunity for students to present to their parents their progress in school. It allows them to take ownership of their education, as well
If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

School	Complex Area	Complex
Nu'u Valley Middle	Farrington-Kalani-Kaiser	Kaiser

School Community Council

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.)

Role	Signature	Date
Administration		2/19/15
Community Representative(s)		2/19/15
Parent Representative(s)		19/Feb/2015
Student Representative(s)	Donovan Green	2/19/15
Non-certificated Staff Representative(s)	Eric Hanna	2/19/15
Teacher Representative(s)		2/19/15

Complex Area Superintendent (CAS)

This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
Donna Kagawa	Donna Kagawa	3/20/15

Instructions:

- Schools must send the a) *Request Form*, b) *Signature Page*, and c) a copy of the *HSTA Process Check email* to their CAS.
- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Nuuanu Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Nuuanu Elementary School's SCC Waiver Request allowing the school to implement a schedule that does not meet the statutory requirement of implementing a school year of 180 days in order to provide three days of professional development for their teachers.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

b. Previous action of the Board on the same or similar matter

None.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

d. Arguments in support of the recommendation

Nuuanu Elementary School has requested approval to implement a schedule that does not meet the statutory requirement of a school year of 180 days in order to provide three days of professional development for their teachers.

The request is supported by the following arguments:

- Complex and school waiver days will be used to address complex school needs. Schools will also share the expense of guest speakers and trainers. If done separately, the school will not be able to afford these necessary trainings/workshops.
- With new found knowledge and ways to apply them in the classrooms, students will benefit by having some new and interesting ways to learn reading, writing, and math. Teachers will have successful research-based method to accomplish this.
- This school has a history of meeting all state and DOE academic requirements. With the emphasis now on academic improvement, teachers must keep abreast of the latest best practices and styles of teaching to both engage and move all their students forward.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School: Nuuanu School | Complex: Roosevelt | Complex Area: KMR

Type: ○ New ◉ Renewal | Strive HI Classification (SY14-15): Continuous Improvement

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Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- [x] *School Schedule - HRS 302A-251: Minimum student learning time*
- [x] *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- [ ] *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- [ ] *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- [ ] *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- [ ] *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- [ ] *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- [ ] *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [x] *Other* Professional development, collaboration waiver days request

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

August 24, 2015; Nover

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	01/26	Meeting Type	Faculty	Outcome	Voting of PC days. 24 out of 24 vot
Date	01/26	Meeting Type	SCC	Outcome	Voting if favor of agreed to PC days
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	Request for three waiver days will lessen student total number of mandatory school days by three days.
Why is the school not able to, or requesting not to, meet the statutory requirements?	Complex and school waiver days will be used to address complex school needs. Schools will also share the expense of guest speakers and trainers. If done separately my school will not be able to afford these necessary training/workshops.
How will time be better used to support student success?	With new found knowledge and ways to apply them in the classrooms, students will benefit by having some new and interesting ways to learn reading, writing, and math. Teachers will have successful researched based method to accomplish this.
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	School has a history of meeting all state and DOE academic requirements. With the emphasis now on academic improvement teachers must keep abreast of the latest best practices and styles of teaching to both engage and move all their students forward.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	School continues to be in the top 10% of all Hawaii schools as currently measured by the Hawaii State Assessment testing.

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST: How does the proposed schedule differ from contractual obligations?	Request for these three days will lessen the total number of days that the teachers will be in their classrooms by three days.
Why is the school not able to, or requesting not to, meet the contractual obligations?	Complex and school waiver days will be used to address complex school needs. Schools will also share the expense of guest speakers and trainers. If done separately my school will not be able to afford these necessary training/workshops.
How will time be better used to support student and educator success?	With new found knowledge and ways to apply them in the classrooms, teachers will be better able to address students needs. Direct impact is students will benefit by having teachers teaching them in, maybe, some new and interesting ways so they will learn reading, writing, and math quickly and more in dept. Teachers will have successful researched based method
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	School continues to be in the top 10% of all Hawaii schools as currently measured by the Hawaii State Assessment testing. With so many changes in test and student requirements teachers need to keep abreast of current trends and best practices. This works best as a school team and these waiver days give the teacher to collaborate and support each other thinking and doing things.

PARENT-TEACHER CONFERENCES - DOE Regulation 4510.3 Released Time for Conferences

SUMMARIZE YOUR REQUEST: How does the school propose scheduling parent-teacher conferences?

Required data: The Superintendent requires that the school conduct a parent survey to demonstrate parent support for this request.

# of Surveys Distributed

Surveys returned

in favor

not in favor

undecided

How will this serve to support student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

SCHOOL ATTENDANCE PROCEDURES - DOE School Attendance Procedures, Revised August 2001

SUMMARIZE YOUR REQUEST: What changes will the school implement if the request is approved?

Provide a comparison of chronic absenteeism data over a 3-year period.

SY12-13 | SY12-13 | SY14-15

Explain data trend over these years.

How will this serve to improve student learning and outcome?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

QUARTERLY GRADES - CBA Article VI, R: Evaluation of Students / Grading Preparation

SUMMARIZE YOUR REQUEST: When does the school proposed reporting quarterly grades?

How will this serve to improve student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

OTHER

SUMMARIZE YOUR REQUEST: What is the subject of the waiver or exception?	One day is for a common complex day dealing with reading and delivery of lessons. Second request will be used for Singapore math (SM) training. All teachers have been to two previous SM sessions, but with new ideas and methods being developed this will keep them abreast of the latest research and development. Third days will be used to go over and finalize the school's academic plans. We will have on
What will the school implement if the request is approved?	Language art and math training for all teachers.
How will this serve to improve student learning and outcomes?	With teachers hearing the same message, collaborating on lesson, assessments, and timeline the student will benefit directly by having a scaffold curriculum hear the key words
If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	School continues to be in the top 10% of all Hawaii schools as currently measured by the Hawaii State Assessment testing. With so many changes in test and student requirements

School	Complex Area (KMR)	Complex
NUUANU	ROOSEVELT	ROOSEVELT

School Community Council
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.)

Role	Signature	Date
Administration		1-29-15
Community Representative(s)		1-29-15
Parent Representative(s)		1-29-15
Student Representative(s)		
Non-certificated Staff Representative(s)	Sandra Peralta	1-29-15
Teacher Representative(s)		01/29/2015

Complex Area Superintendent (CAS)
This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
Ruth Silberstein	Ruth Silberstein	FEB 2 2015

Instructions:

- Schools must send the a) *Request Form*, b) *Signature Page*, and c) a copy of the *HSTA Process Check email* to their CAS.
- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Pukalani Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Pukalani Elementary School's SCC Waiver Request allowing the school to implement a schedule that does not meet the statutory requirement of implementing a school year of 180 days in order to provide two days of professional development for their teachers.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

b. Previous action of the Board on the same or similar matter

None.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

d. Arguments in support of the recommendation

Pukalani Elementary School has requested approval to implement a schedule that does not meet the statutory requirement of a school year of 180 days in order to provide two days of professional development for their teachers in coordination with other schools in the Kekaulike Complex.

The request is supported by the following arguments:

- Professional development is required to address successful implementation of statewide initiatives such as the Educator Effectiveness System (EES), Response to Intervention (RTI), Science, Technology, Engineering and Mathematics (STEM), Accreditation, and Common Core.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School	Pukalani Elementary	Complex	BKM	Complex Area	King Ke
Type	◉ New ○ Renewal	Strive HI Classification (SY14-15)	Continuous Improvement		

Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- [x] *School Schedule - HRS 302A-251: Minimum student learning time*
- [ ] *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- [ ] *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- [ ] *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- [ ] *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- [ ] *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- [ ] *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- [ ] *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [x] *Other* 2 Professional Development for K-12 Complex Articulation

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	12/0	Meeting Type	GLC/ART	Outcome	Consensus - Agreed to Dates for W
Date	01/2	Meeting Type	STAFF	Outcome	Consensus- Agreed to new dates t
Date	01/2	Meeting Type	SCC	Outcome	Agreed to waiver dates. - Consens
Date	02/0	Meeting Type	STAFF	Outcome	Agreed to waiver dates - Consensu
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	Pukalani Ele School is requesting two (2) Waiver Days for the school year 2015-2016. Student learning time will be decreased by a total of 12 hours for the school year. Students will be in school for 178 days instead of 180 days. In the school years 2013-14 and 2014-15, the HSTA contract afforded certificated staff 21 hours of professional development (PD). This time has been very beneficial to improve teaching practices & increase student learning. This PD time will no longer be available.
Why is the school not able to, or requesting not to, meet the statutory requirements?	PukalaniElementary School is requesting not to meet the statutory requirements because it is imperative to provide professional development and collaboration time to certificated staff, so they may work with other schools in the complex. The K-12 Construct further supports students with quality education in their quest to be college and career ready.
How will time be better used to support student success?	These Waiver Days will give certificated staff in the Kekaulike Complex opportunities to continue to build and strengthen a K-12 Construct through meaningful collaboration both horizontally and vertically in order to devise an action plan for the benefit of all students.
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	A comparison of the Strive HI data for the school years 2012-13 and 2013-14 shows the school improved from 165 to 237 points, a 72 point increase. In addition, science proficiency in Achievement increased from 53% to 60%. In the area of Growth, math increased from 46% to 59% & reading increased from 47% to 53%. This data shows that student learning has increased because teachers are afforded opportunities to collaborate
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	on the Six Priority Strategies so they may provide high-quality, relevant, and rigorous instruction that is consistent throughout the complex schools.

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST: How does the proposed schedule differ from contractual obligations?	
Why is the school not able to, or requesting not to, meet the contractual obligations?	
How will time be better used to support student and educator success?	
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

PARENT-TEACHER CONFERENCES - DOE Regulation 4510.3 Released Time for Conferences

SUMMARIZE YOUR REQUEST: How does the school propose scheduling parent-teacher conferences?

Required data: The Superintendent requires that the school conduct a parent survey to demonstrate parent support for this request.

# of Surveys Distributed

Surveys returned

in favor

not in favor

undecided

How will this serve to support student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

SCHOOL ATTENDANCE PROCEDURES - DOE School Attendance Procedures, Revised August 2001

SUMMARIZE YOUR REQUEST: What changes will the school implement if the request is approved?

Provide a comparison of chronic absenteeism data over a 3-year period.

SY12-13 SY12-13 SY14-15

Explain data trend over these years.

How will this serve to improve student learning and outcome?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

QUARTERLY GRADES - CBA Article VI, R: Evaluation of Students / Grading Preparation

SUMMARIZE YOUR REQUEST: When does the school proposed reporting quarterly grades?

How will this serve to improve student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

OTHER

SUMMARIZE YOUR REQUEST: What is the subject of the waiver or exception?	We would like to build a K-12 Construct by having 2 additional PD Days.
What will the school implement if the request is approved?	The school will provide PD for teachers to work with other schools in the complex to provide a K-12 construct to support college and career ready students.
How will this serve to improve student learning and outcomes?	Students will be afforded high quality, relevant instruction that is consistent throughout the complex
If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	Not a renewal, however, the use of the 21 hour plus during the past 2 years have been beneficial to provide PD for teachers to improve their teaching strategies.

School	Complex Area	Complex
Pukalani Elementary	BKM	Kekaulike

School Community Council
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.)

Role	Signature	Date
Administration	Kayna Dini	1/28/15
Community Representative(s)	Carol Brett	1/28/15
Parent Representative(s)	[illegible]	1/28/15
Student Representative(s)	Marina Carosso	1/28/15
Non-certificated Staff Representative(s)	March Cabos	1/28/15
Teacher Representative(s)	Caitlin Follstad	1/28/15

Complex Area Superintendent (CAS)
This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
Alvin Shima	[illegible]	2-3-15

Instructions:
- Schools must send the a) *Request Form*, b) *Signature Page*, and c) a copy of the *HSTA Process Check email* to their CAS.
- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

Eric, did the meeting again giving the staff the appropriate two days notice and only Unit 5 attended. YES an consensus on both exeptions...the PD waiver days (2) and the 6/12 for Kindergarten students only.
Kathy

Kathleen Dimino, Ph.D
Principal
Pukalani Elementary School
2945 Iolani Street
Pukalani, HI 96768
808-573-8760
808-250-9105 (c)

From: "Nagamine, Eric" <ENagamine@hsta.org>
To: "Kamealoha" <kamealoha_82@hotmail.com>,
Cc: <kathleen_dimino@notes.k12.hi.us>
Date: 02/02/2015 01:51 PM
Subject: RE: Pukalani Elementary

Hi Kristina,

Happy New Year... I do not have any background information on the two "Exceptions" to the Agreement noted below.... I need clarification as to what specific "Articles" of the Agreement was pursued for an "Exception" This is necessary for the Association to prepare for their meeting with the DOE on "Exceptions" to the contract.

To Item #1 identified in your email below,

1) Adding two professional development days: What Article in the Agreement is being addressed? What citation is stated in the SCC exception document?

Currently Article XVI – Work Year, Section A. School Planning/Collaboration Days, allows for two (2) days for collaboration. Is the "exception" to add an additional two (2) of Professional Development days? (Which would reduce the mandated instructional days by State Law, 180 instructional days to 178 instructional days) Is this accurate?

2) Allowing orientation and transition for Kindergarten reducing the amount of instructional days as required by State Law (see above). What Article in the Agreement is being addressed by this "Exception"? What citation is stated in the SCC exception document?

Other schools have done a "Waiver" of Board of Education Policy and not an "Exception" to the Agreement (Contract) in pursing the kindergarten topic. Clarity on this matter is necessary for before I communicate this information to HSTA.

Based on your email below... I interpret that since an "Exception" was carried out for the above two items, that the HSTA Association Policy Committee (APC) organized a meeting of only Unit 5 members and carried out discussion on the two topics above and addressed the consequences of such an

exception to the membership (+/-). The end result of the discussion was "consensus" decision making by all Unit members present. How many members were present? Not clear if the two items are "Exceptions" to the Agreement. Once I receive your response, I can determine whether the two topics are "Waivers" or Exceptions" and the appropriate process to follow. If I conclude that both are "Exceptions" then I am confirming that Appendix III: Exceptions to the Agreement has been met (Page 98-99)

Thank you for all that you do for your peers and the Association.

Eric Nagamine
UniServ Director

From: Kamealoha [mailto:kamealoha_82@hotmail.com]
Sent: Thursday, January 29, 2015 2:26 PM
To: Nagamine, Eric
Cc: kathleen_dimino@notes.k12.hi.us
Subject: Pukalani Elementary

Eric,
The accordance with appendix 3, the Memorandum of Understanding between state of Hawaii Board of Education and Hawaii State Teachers Association (exceptions to the agreement), the Pukalani school BU5 teachers have come to consensus on two exceptions to the agreement from Pukalani school. The school community council exception Review Committee has also approved the exceptions to the agreement. The two exceptions to the agreement that Pukalani school is requesting are as follows:
1. Adding two professional development days into the calendar for SY 2015 to 2016.
2. Allowing incoming kindergarten students to have less than minimum minutes at the beginning of the school year, due to kindergarten orientation and transition.

Thank you,
Kamealoha Blackburn

Sent from my Verizon Wireless 4G LTE smartphone

****
**
This email was scanned by the Cisco IronPort Email Security System contracted by the Hawaii Dept of Education. If you receive suspicious/phish email, forward a copy to spamreport@k12.hi.us. This helps us monitor suspicious/phish email getting thru. You will not receive a response, but rest assured the information received will help to build additional protection. If you need a response regarding spam/phish emails received, send an email to nssb@k12.hi.us. For more info about the filtering service, go to

http://help.k12.hi.us/nssb/internal/spam_pages/index.html
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STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Puu Kukui Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Puu Kukui Elementary School's SCC Waiver Request allowing the school to implement a Kindergarten schedule that does not meet the statutory requirement of a minimum of 1,525 weekly minutes during the first seven days of the school year in order to transition students into Kindergarten.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

b. Previous action of the Board on the same or similar matter

In previous years, the BOE has approved some requests to implement school schedules that did not meet the statutory requirements, including Kalaheo High School.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

d. Arguments in support of the recommendation

Puu Kukui Elementary School has requested approval to implement a Kindergarten schedule that does not meet the statutory requirement of a minimum of 1,525 weekly minutes of student instruction during the first seven days of the school year in order to assess and transition students into Kindergarten.

The request is supported by the following arguments:

- Kindergarten students need to transition into a full day of instruction.
- Assessing students in their first year of school provides valuable baseline information to address their instructional needs.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School: Puu Kukui Elementa

Complex: Baldwin Complex

Complex Area: Central

Type: (●) New ( ) Renewal

Strive HI Classification (SY14-15)

Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- [x] *School Schedule - HRS 302A-251: Minimum student learning time*
- [ ] *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- [ ] *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- [ ] *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- [ ] *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- [ ] *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- [ ] *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- [ ] *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [ ] *Other* _____

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

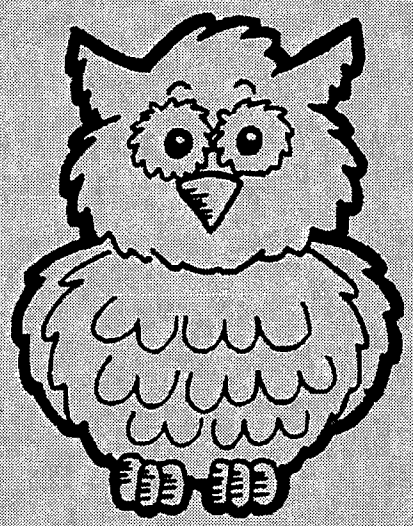
SY 15-16

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	01/29 1/28/15	Meeting Type	Faculty Mtg	Outcome	Consensus reached with all staff
Date	01/29 1/28/15	Meeting Type	SCC Mtg	Outcome	Board members approved request
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	Puu Kukui Elementary School requests an exception to the minimum instructional minutes per week for incoming 2015-2016 Kindergarten students at the start of the school year. Teachers assess all students individually and initially transition students on a half day basis first in small groups and then as an entire class in the first two weeks of school before full day instruction begins. (Please see the attached schedule)
Why is the school not able to, or requesting not to, meet the statutory requirements?	Transitional needs of Kindergarten students are such that full day instruction from the first day of school would be detrimental. The testing of students in their first year of school provides valuable baseline information for the creation of balanced classes and clearly identified needs.
How will time be better used to support student success?	Teachers use the time to have students testing individually and transition in small groups into the new school environment.
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	The majority of our kindergarten students meet DIBELS benchmark assessment goals at specified times during the school year. Teacher formative classroom assessments indicate progress with all students.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	First request.



Welcome To Pu`u Kukui Elementary Kindergarten!

JULY/AUGUST 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			29 Student Assessments & Observations	30 Student Assessments & Observations	31 Student Assessments & Observations	
	3 Student Assessments & Observations	4 *Parent Orientation/ School Supplies* – No Students	5 Teacher Work Day – No Students	6 Group 1 Half Day 7:45-11:00	7 Group 2 Half Day 7:45-11:00	
	10 Group 1 Full Day 7:45-2:00	11 Group 2 Full Day 7:45-2:00	12 Whole Class Full Day 7:45-1:15	13 Regular School Schedule 7:45-2:00	14 Regular School Schedule 7:45-2:00	
	17 Regular School Schedule 7:45-2:00	18 Regular School Schedule 7:45-2:00	19 Regular School Schedule 7:45-1:15	20 Regular School Schedule 7:45-2:00	21 No School – Statehood Day	
	24 Regular School Schedule 7:45-2:00	25 Regular School Schedule 7:45-2:00	26 Regular School Schedule 7:45-1:15	27 Regular School Schedule 7:45-2:00	28 Regular School Schedule 7:45-2:00	

***August 4* - We request that you DO NOT bring your child or any siblings on this day.**
Please bring in all requested supplies as noted on the Kindergarten School Supply List.

8:30am – Kindergarten Informational Meeting for Parents in Cafeteria, Class Lists posted
9:00-10:00am – Parents meet with Teacher in Classrooms, set-up child's school supplies

F. 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 1/26/15

Community Representative(s) _____ Date 1/26/15

Parent Representative(s) _____ Date 1/26/15

Student Representative(s) Riley. R Date 1/29/15

Noncertificated Staff Representative(s) _____ Date 1/29/15

Teacher Representative(s) _____ Date 1/26/15

_____ Date _____

Complex Area Superintendent (CAS): Mr. Alvin Shima (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 1-30-15

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 75% or higher affirmative vote), **the Teacher Representative should email the UniServ Director with a cc to Kate MacPherson** (kmacpherson@hsta.org). **Please attach a copy of the email sent to the UniServ Director.**

RETURN FORM TO: School and Community Leadership Branch
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.

Puu Kukui approved contract/policy exceptions
Krista Schmidt
to:
Chang Christopher
01/28/2015 04:51 PM
Cc:
Chad Okamoto, kmacpherson
Hide Details
From: Krista Schmidt/PUUKUKUI/HIDOE
To: "Chang Christopher" <CChang@hsta.org>,
Cc: Chad Okamoto/PUUKUKUI/HIDOE@HIDOE, kmacpherson@hast.org
Aloha,
The Puu Kukui Elementary School BU05 members agreed with consensus today to pursue the following contract/policy exceptions for next school year (2015-16):
1. Allow kindergarten to "stagger start" at the beginning of the school year to allow for adequate testing and acclimation time.
2. Convert 2 student days into 2 additional waiver days to compensate for the 21 hours, which are not in the contract beginning next SY.

Krista Tatum
HSTA Head Faculty Rep
Puu Kukui Elementary School

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Puu Kukui Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Puu Kukui Elementary School's SCC Waiver Request allowing the school to implement a schedule that does not meet the statutory requirement of implementing a school year of 180 days in order to provide two days of professional development for their teachers.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

b. Previous action of the Board on the same or similar matter

None.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

d. Arguments in support of the recommendation

Puu Kukui Elementary School has requested approval to implement a schedule that does not meet the statutory requirement of a school year of 180 days in order to provide two days of professional development for their teachers in coordination with other schools in the Baldwin Complex.

The request is supported by the following arguments:

- Professional development is required to address successful implementation of statewide initiatives such as the Educator Effectiveness System (EES), Response to Intervention (RTI), Science, Technology, Engineering and Mathematics (STEM), Accreditation, and Common Core.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School: Puu Kukui Elementa

Complex: Baldwin Complex

Complex Area: Central

Type: (●) New ( ) Renewal

Strive HI Classification (SY14-15)

Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- [x] *School Schedule - HRS 302A-251: Minimum student learning time*
- [ ] *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- [ ] *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- [ ] *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- [ ] *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- [ ] *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- [ ] *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- [ ] *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [ ] *Other* _____

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

SY 15-16

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	10/1	Meeting Type	Complex Ad	Outcome	Proposal to Group for Complex Wi
Date	12/0	Meeting Type	Complex Ad	Outcome	Agreement to request waiver for 2
Date	01/0	Meeting Type	Complex Ad	Outcome	Agreement on dates for Complex W
Date	01/2	Meeting Type	Faculty Mtg.	Outcome	Consensus reached with all staff.
Date	01/2	Meeting Type	SCC Mtg	Outcome	Board members approved request.
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	Puu Kukui Elementary School, along with all other schools in Baldwin Complex request 2 full school days of student learning time to be reassigned as professional learning days for teachers. This request is for 2 days less learning time for students in Baldwin Complex in the SY 15-16.
Why is the school not able to, or requesting not to, meet the statutory requirements?	Puu Kukui is considered a 'Tipping School" due to SY13-14 total index score of 115. Areas of concern are Math and Reading growth, both falling below 35 and a Gap Rate at 48. Current data indicate that a majority of students are not reading at grade level. Science data indicate only 30% performing at acceptable standard.
How will time be better used to support student success?	Staff currently require additional professional development time focused on instructional practices that address successful and seamless implementation of the Common Core Standards. Time spent learning and planning will equate to greater growth for students.
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	There are positive trends at Puu Kukui School. There are high levels of parent involvement, strong technology component supporting student learning and a committed staff focused on student growth. DIBELS data taken from all grade levels indicate positive growth trends in SY 15-16. Puu Kukui School is creating its first Vision of Curriculum, Assessment, Instruction and Environment following the model of Dr. Victoria Bernhardt.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	First requests.

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Waihee Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Waihee Elementary School's SCC Waiver Request allowing the school to implement a Kindergarten schedule that does not meet the statutory requirement of a minimum of 1,525 weekly minutes during the first three days of the school year in order to transition students into Kindergarten.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

b. Previous action of the Board on the same or similar matter

In previous years, the BOE has approved some requests to implement school schedules that did not meet the statutory requirements, including Kalaheo High School.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

d. Arguments in support of the recommendation

Waihee Elementary School has requested approval to implement a Kindergarten schedule that does not meet the statutory requirement of a minimum of 1,525 weekly minutes of student instruction during the first three days of the school year in order to assess and transition students into Kindergarten.

The request is supported by the following arguments:

- Kindergarten students need to transition into a full day of instruction.
- Assessing students in their first year of school provides valuable baseline information to address their instructional needs.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School: Waihee School | Complex: Baldwin | Complex Area: BKM

Type: ○ New ○ Renewal | Strive HI Classification (SY14-15): Continuous Improvement

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Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- [x] *School Schedule - HRS 302A-251: Minimum student learning time*
- [ ] *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- [ ] *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- [ ] *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- [ ] *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- [ ] *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- [ ] *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- [ ] *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [x] *Other* Kindergarden Assessment

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date		Meeting Type		Outcome	
Date	01/27/2015	Meeting Type	STAFF	Outcome	Consensus- Agreed to new dates to waivers.
Date	01/27/2015	Meeting Type	SCC	Outcome	Agreed to waiver dates. - Consensus
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	Waihee School is requesting 3 Waiver Days for the school year 2015-2016. Student learning time for Kindergarten students will be reduced by 3 full days. Students will be in school for 177 days instead of 180 days. This has been the practice at Waihee School for at least that past 5 years. The request needs to be made at this date because Kindergarten is now mandatory.
Why is the school not able to, or requesting not to, meet the statutory requirements?	Waihee School is requesting not to meet the statutory requirements because it is imperative to assess Kindergarten readiness skills in order to plan for their needs. One of the days requested is also to provide parents with orientation. Parent orientation provides parents the opportunity to partner with the school to ensure their children's smooth transition from a preschool environment or home environment where there may be less academic structure and demands.
How will time be better used to support student success?	These Waiver Days will provider Kindergarten families the needed support to transition their children into a public school environment.
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	Classroom behavior, as reported by teachers increases when families are oriented into the school procedures. Classroom procedures and routines are reviewed which provides more long term learning time.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST: How does the proposed schedule differ from contractual obligations?	
Why is the school not able to, or requesting not to, meet the contractual obligations?	
How will time be better used to support student and educator success?	
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

PARENT-TEACHER CONFERENCES - DOE Regulation 4510.3 Released Time for Conferences

SUMMARIZE YOUR REQUEST: How does the school propose scheduling parent-teacher conferences?

Required data: The Superintendent requires that the school conduct a parent survey to demonstrate parent support for this request.

# of Surveys Distributed

Surveys returned

in favor

not in favor

undecided

How will this serve to support student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

SCHOOL ATTENDANCE PROCEDURES - DOE School Attendance Procedures, Revised August 2001

SUMMARIZE YOUR REQUEST: What changes will the school implement if the request is approved?

Provide a comparison of chronic absenteeism data over a 3-year period.

SY12-13 | SY12-13 | SY14-15

Explain data trend over these years.

How will this serve to improve student learning and outcome?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

QUARTERLY GRADES - CBA Article VI, R: Evaluation of Students / Grading Preparation

SUMMARIZE YOUR REQUEST: When does the school proposed reporting quarterly grades?

How will this serve to improve student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

OTHER

SUMMARIZE YOUR REQUEST: What is the subject of the waiver or exception?	
What will the school implement if the request is approved?	
How will this serve to improve student learning and outcomes?	
If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

Kindergarten Transition/Assessment

School	Complex Area	Complex
Waihee School	BKM	Baldwin

School Community Council

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.)

Role	Signature	Date
Administration		1/27/15
Community Representative(s)		1/27/15
Parent Representative(s)		1/27/15
Student Representative(s)	Tasha Caulford	1/27/15
Non-certificated Staff Representative(s)		1/27/15
Teacher Representative(s)		1-27-15
		1/27/15

Complex Area Superintendent (CAS)

This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
Alvin Shima		2-3-15

Instructions:

- Schools must send the a) *Request Form*, b) *Signature Page*, and c) a copy of the *HSTA Process Check email* to their CAS.
- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

Waiver request

Kariane Park Toyama to: cchang, rcamacho 01/29/2015 06:20 PM
Cc: Lori Yatsushiro, Tammy Kuwahara

In accordance with Appendix III, the Memorandum of Understanding between State of Hawaii Board of Education and Hawaii State Teachers Association (Exceptions to the Agreement), the Waihee School BU5 teachers have come to consensus on two exceptions to the Agreement from Waihee School. The School Community Council Exception Review Committee has approved the exceptions to the Agreement. The two exceptions to the Agreement that Waihee School is requesting are as follows:

1. Adding two Professional Development days into the calendar for SY 2015-2016.
2. Allowing incoming Kindergarten students to have less than minimum minutes at the beginning of the school year, due to Kindergarten Orientation, Testing, and Transition.

Mahalo,
Kariane and Tammy

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Waihee Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Waihee Elementary School's SCC Waiver Request allowing the school to implement a schedule that does not meet the statutory requirement of implementing a school year of 180 days in order to provide two days of professional development for their teachers.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

b. Previous action of the Board on the same or similar matter

None.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

d. Arguments in support of the recommendation

Waihee Elementary School has requested approval to implement a schedule that does not meet the statutory requirement of a school year of 180 days in order to provide two days of professional development for their teachers in coordination with other schools in the Baldwin Complex.

The request is supported by the following arguments:

- Professional development is required to address successful implementation of statewide initiatives such as the Educator Effectiveness System (EES), Response to Intervention (RTI), Science, Technology, Engineering and Mathematics (STEM), Accreditation, and Common Core.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School	Waihee	Complex	Baldwin	Complex Area	BKM
Type	(●) New ( ) Renewal	Strive HI Classification (SY14-15)	Continuous Improvement		

Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- [x] *School Schedule - HRS 302A-251: Minimum student learning time*
- [ ] *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- [ ] *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- [ ] *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- [ ] *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- [ ] *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- [ ] *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- [ ] *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [ ] *Other* _____

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

SY 15-16

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	10/1	Meeting Type	Complex Ad	Outcome	Proposal to Group for Complex Wid
Date	12/0	Meeting Type	Complex Ad	Outcome	Agreement to request waiver for 2 D
Date	01/0	Meeting Type	Complex Ad	Outcome	Agreement on dates for Complex W
Date	01/1	Meeting Type	Staff / GLC	Outcome	Consensus - Agreed to 2 Waiver D
Date	01/2	Meeting Type	SCC	Outcome	Consensus - Agreed to 2 Waiver D
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	Waihee Elementary School, along with all other schools in Baldwin Complex request 2 full school days of student learning time to be reassigned as professional learning days for teachers. This request is for 2 days less learning time for students in Baldwin Complex in the SY 15-16. Dates requested are: July 29, 2015 and January 6, 2016
Why is the school not able to, or requesting not to, meet the statutory requirements?	Math and reading achievement showed no improvement from SY 12-13 to SY 13-14 in STRIVE HI data. Overall Index total dropped 55 points . Waihee School is a Title 1 school. Intensive focus on Professional Learning needed to increase student outcomes.
How will time be better used to support student success?	Several initiatives that began this year require intensive commitment of time to continue (Wonders (4-6 hours), EES (4-6 hrs), Stepping Stones (7 hrs), Writing (4-6 hrs), RTI (4-6 hrs), Accreditation (8-10 Hrs), STEM/Technology (4-6 hrs). Based on these projected needs, 2
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	There are positive trends at Waihee School. Absenteeism drop from 12% to the lowest in the BKM Complex Area at 7% Science proficiency increased from 13% to 61%! Most significant increase in BKM. 2 year and current gap rate improving - but not fast enough. School is committed to school wide weekly data teams and these additional days will increase the knowledge in our data teams.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST: How does the proposed schedule differ from contractual obligations?	
Why is the school not able to, or requesting not to, meet the contractual obligations?	
How will time be better used to support student and educator success?	
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

PARENT-TEACHER CONFERENCES - DOE Regulation 4510.3 Released Time for Conferences

SUMMARIZE YOUR REQUEST: How does the school propose scheduling parent-teacher conferences?

Required data: The Superintendent requires that the school conduct a parent survey to demonstrate parent support for this request.

# of Surveys Distributed

Surveys returned

in favor

not in favor

undecided

How will this serve to support student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

SCHOOL ATTENDANCE PROCEDURES - DOE School Attendance Procedures, Revised August 2001

SUMMARIZE YOUR REQUEST: What changes will the school implement if the request is approved?

Provide a comparison of chronic absenteeism data over a 3-year period.

SY12-13 SY12-13 SY14-15

Explain data trend over these years.

How will this serve to improve student learning and outcome?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

QUARTERLY GRADES - CBA Article VI, R: Evaluation of Students / Grading Preparation

SUMMARIZE YOUR REQUEST: When does the school proposed reporting quarterly grades?

How will this serve to improve student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

OTHER

SUMMARIZE YOUR REQUEST: What is the subject of the waiver or exception?	
What will the school implement if the request is approved?	
How will this serve to improve student learning and outcomes?	
If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

Professional Development Days (2)

School	Complex Area	Complex
Waihee School	BKM	Baldwin

School Community Council

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.)

Role	Signature	Date
Administration		1/27/15
Community Representative(s)		1/27/15
Parent Representative(s)		1/27/15
Student Representative(s)	Tasha Caulford	1/27/15
Non-certificated Staff Representative(s)		1/27/15
Teacher Representative(s)		1-27-15
		1/27/15

Complex Area Superintendent (CAS)

This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date

Instructions:

- Schools must send the a) *Request Form*, b) *Signature Page*, and c) a copy of the *HSTA Process Check email* to their CAS.
- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

Waiver request

Kariane Park Toyama to: cchang, rcamacho 01/29/2015 06:20 PM
Cc: Lori Yatsushiro, Tammy Kuwahara

In accordance with Appendix III, the Memorandum of Understanding between State of Hawaii Board of Education and Hawaii State Teachers Association (Exceptions to the Agreement), the Waihee School BU5 teachers have come to consensus on two exceptions to the Agreement from Waihee School. The School Community Council Exception Review Committee has approved the exceptions to the Agreement. The two exceptions to the Agreement that Waihee School is requesting are as follows:

1. Adding two Professional Development days into the calendar for SY 2015-2016.
2. Allowing incoming Kindergarten students to have less than minimum minutes at the beginning of the school year, due to Kindergarten Orientation, Testing, and Transition.

Mahalo,
Kariane and Tammy

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Wailuku Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Wailuku Elementary School's SCC Waiver Request allowing the school to implement a Kindergarten schedule that does not meet the statutory requirement of a minimum of 1,525 weekly minutes during the first eight days of the school year in order to transition students into Kindergarten.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

b. Previous action of the Board on the same or similar matter

In previous years, the BOE has approved some requests to implement school schedules that did not meet the statutory requirements, including Kalaheo High School.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

d. Arguments in support of the recommendation

Wailuku Elementary School has requested approval to implement a Kindergarten schedule that does not meet the statutory requirement of a minimum of 1,525 weekly minutes of student instruction during the first eight days of the school year in order to assess and transition students into Kindergarten.

The request is supported by the following arguments:

- Kindergarten students need to transition into a full day of instruction.
- Assessing students in their first year of school provides valuable baseline information to address their instructional needs.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School	Wailuku	Complex	Baldwin	Complex Area	BKM
Type	◉ New ○ Renewal	Strive HI Classification (SY14-15)	Continuous Improvement		

Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- [x] *School Schedule - HRS 302A-251: Minimum student learning time*
- [ ] *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- [ ] *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
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- [ ] *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- [ ] *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [ ] *Other* _____

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

SY 15-16

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	01/15	Meeting Type	Leadership T	Outcome	Proposal for Opening of School Da
Date	01/26	Meeting Type	Leadership T	Outcome	Agreement to request Waiver for Ki
Date	02/02	Meeting Type	Faculty	Outcome	Agreement to request Waiver for Ki
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	Wailuku Elementary School requesting adjustment of days and times to provide transition for incoming kindergarten students and parents for 2015-2016 school year. The first three student instructional days are used for individual parent/teacher conferences with assessments and orientation followed by a half day with half the class This is repeated with the other half of the class. The following day is a full day of class with half the students; this is repeated with the other half of students.
Why is the school not able to, or requesting not to, meet the statutory requirements?	Transition for incoming Kindergarten and parents requires orientation and assessment not required by other grade levels.
How will time be better used to support student success?	Establishment of positive parent-teacher-student relationship. Transition time provides low (10:1) student teacher ratio for establishing critical routines for safety (drop off, pick up), incorporation into institutional systems (meals, restroom use, classroom expectations)
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	The assessment/orientation conferences and gradual days have been a protocol in use for the past 10 years with positive feedback from parents in kindergarten on suveys.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST: How does the proposed schedule differ from contractual obligations?	
Why is the school not able to, or requesting not to, meet the contractual obligations?	
How will time be better used to support student and educator success?	
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

PARENT-TEACHER CONFERENCES - DOE Regulation 4510.3 Released Time for Conferences

SUMMARIZE YOUR REQUEST: How does the school propose scheduling parent-teacher conferences?

Required data: The Superintendent requires that the school conduct a parent survey to demonstrate parent support for this request.

# of Surveys Distributed

Surveys returned

in favor

not in favor

undecided

How will this serve to support student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

SCHOOL ATTENDANCE PROCEDURES - DOE School Attendance Procedures, Revised August 2001

SUMMARIZE YOUR REQUEST: What changes will the school implement if the request is approved?	

Provide a comparison of chronic absenteeism data over a 3-year period.

SY12-13		SY12-13		SY14-15	

Explain data trend over these years.	
How will this serve to improve student learning and outcome?	
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

QUARTERLY GRADES - CBA Article VI, R: Evaluation of Students / Grading Preparation

SUMMARIZE YOUR REQUEST: When does the school proposed reporting quarterly grades?	
How will this serve to improve student learning and outcomes?	
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

OTHER

SUMMARIZE YOUR REQUEST: What is the subject of the waiver or exception?	
What will the school implement if the request is approved?	
How will this serve to improve student learning and outcomes?	
If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

School	Complex Area	Complex
Wailuku Elementary	Baldwin/Kekaulike/Maui Hi	Baldwin

School Community Council

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.)

Role	Signature	Date
Administration	[illegible]	1/29/15
Community Representative(s)	Lena Stalter	1/29/15
Parent Representative(s)	Lori Ann Zengaro	1/27/15
Student Representative(s)	Samara Ricarde	1-27-15
Non-certificated Staff Representative(s)	Colleen O'Hara-Roe	1/28/15
Teacher Representative(s)	Christine O'Sullivan	1/27/15
	Cynthia A. [illegible]	1/27/15

Complex Area Superintendent (CAS)

This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
Alvin Shima	[illegible]	2-3-15

Instructions:

- Schools must send the a) *Request Form*, b) *Signature Page*, and c) a copy of the *HSTA Process Check email* to their CAS.
- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

HSTA PROCESS CHECK LIST

IMPORTANT: The APC should complete and return this form to your UniServ Director, and attach copy of exception requested.

Name: Alan Isbell Phone: 281-5426

E-mail: waitemow808@gmail.com

Position on APC: __ APC X Faculty Rep. __ Grievance Rep.

School: Waiuku Elementary

Step	Action Needed by APC **Please describe the contract exception:** Kindergarten Transition: 3 days parent/tchr/student meeting + 4 days small class (half) orientation.	Completed Yes	Completed No
1	✓ A meeting with the faculty should be called by the APC to discuss exception, and achieve consensus. ✓ At least 48 hours notice should be given to faculty. ✓ The discussion should be open and collaborative, and reserved for Bargaining Unit 5 members only, to avoid appearance of undue influence. Date of mtg. 2/2/15	✓	
2	✓ If consensus reached, ***please check "YES" box and stop here.***	✓	
3	✓ If no consensus has been reached, prepare a secret ballot for each exception requested. ✓ Make sure the ballot question is clearly worded.		
4	✓ Make the ballots available to all faculty members. ✓ Contact all BU 05 members on paid or unpaid leave informing them of the vote.		
5	✓ Notify the faculty of the voting deadline and provide for five (5) working days to cast their votes.		
6	✓ Have a roster to check off names for ballots. This helps to ensure all Bargaining Unit 5 members had opportunity to vote.		
7	✓ Count the votes after all ballots are in (including any ballots from teachers that are absent). ✓ Keep the ballot box in secure place until ready to count. ✓ Make sure you have a witness for the counting. ✓ Report the vote tallies to your UniServ Director. Vote Tally: Yes _____ No _____ Blank ____ Total votes cast _____ Percentage of votes in Affirmative: _____%		

To:
Cc:
Bcc:
Subject: Fw: URGENT Re: Fw: Bell schedules

---- Forwarded by Beverly Stanich/WAILUKU/HIDOE on 02/03/2015 01:56 PM -----

From: Alan Isbell/WAILUKU/HIDOE
To: cchang@hsta.org
Cc: rcamacho@hsta.org, Beverly Stanich/WAILUKU/HIDOE@HIDOE
Date: 02/03/2015 12:53 PM
Subject: Fw: URGENT Re: Fw: Bell schedules

A consensus of faculty at Wailuku Elementary has been reached supporting: Professional Development for Wonders (4-6 hours), EES (4-6 hrs), Stepping Stones (7 hrs), Writing (4-6 hrs), RTI (4-6 hrs), Accreditation (? Hrs), STEM/Technology (4-6 hrs). Based on these projected needs, 2 days + 6 hrs. are insufficient. Will seek 2 additional Waiver Days along with Pu'u Kukui. Waihee and Baldwin are willing to support the request. A second Waiver Request for a special bell schedule for starting the school year was also supported by the faculty.

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Wailuku Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Wailuku Elementary School's SCC Waiver Request allowing the school to implement a schedule that does not meet the statutory requirement of implementing a school year of 180 days in order to provide two days of professional development for their teachers.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

b. Previous action of the Board on the same or similar matter

None.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

d. Arguments in support of the recommendation

Wailuku Elementary School has requested approval to implement a schedule that does not meet the statutory requirement of a school year of 180 days in order to provide two days of professional development for their teachers in coordination with other schools in the Baldwin Complex.

The request is supported by the following arguments:

- Professional development is required to address successful implementation of statewide initiatives such as the Educator Effectiveness System (EES), Response to Intervention (RTI), Science, Technology, Engineering and Mathematics (STEM), Accreditation, and Common Core.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School	Wailuku	Complex	Baldwin	Complex Area	BKM
Type	(●) New ( ) Renewal	Strive HI Classification (SY14-15)	Continuous Improvement		

Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

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- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [ ] *Other* _____

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

SY 15-16

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	10/1	Meeting Type	Complex Ad	Outcome	Proposal to Group for Complex Wi
Date	12/0	Meeting Type	Complex Ad	Outcome	Agreement to request waiver for 2
Date	01/0	Meeting Type	Complex Ad	Outcome	Agreement on dates for Complex W
Date	01/1	Meeting Type	School Lead	Outcome	Agreement by teachers on dates/re
Date	01/1	Meeting Type	PTSA Board	Outcome	Board Agreement on dates/reasons
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	Wailuku Elementary School, along with all other schools in Baldwin Complex request 2 full school days of student learning time to be reassigned as professional learning days for teachers. This request is for 2 days less learning time for students in Baldwin Complex in the SY 15-16. Dates requested are: July 29, 2015 and January 6, 2016
Why is the school not able to, or requesting not to, meet the statutory requirements?	In BKM Complex Area, Wailuku School is considered a"tipping school" due to low index score of 144 in SY13-14. Math, Reading and Science proficiency showed no improvement from the prior STRIVE HI. Math and Reading Growth are both under 45.
How will time be better used to support student success?	Several initiatives that began this year require intensive commitment of time to continue (Wonders (4-6 hours), EES (4-6 hrs), Stepping Stones (7 hrs), Writing (4-6 hrs), RTI (4-6 hrs), Accreditation (8-10 Hrs), STEM/Technology (4-6 hrs). Based on these projected needs, 2
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	There are positive trends at Wailuku School - Absenteeism drop from 21% to 8% one of lowest in BKM Complex Area. Wailuku School is implementing a new RTI program with all teachers in grades 3, 4 and 5 participating in RTI instructional blocks. Wailuku School is in Year One of their WASC Accreditation and has a vibrant ART process.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST: How does the proposed schedule differ from contractual obligations?	
Why is the school not able to, or requesting not to, meet the contractual obligations?	
How will time be better used to support student and educator success?	
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

PARENT-TEACHER CONFERENCES - DOE Regulation 4510.3 Released Time for Conferences

SUMMARIZE YOUR REQUEST: How does the school propose scheduling parent-teacher conferences?

Required data: The Superintendent requires that the school conduct a parent survey to demonstrate parent support for this request.

# of Surveys Distributed

Surveys returned

in favor

not in favor

undecided

How will this serve to support student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

SCHOOL ATTENDANCE PROCEDURES - DOE School Attendance Procedures, Revised August 2001

SUMMARIZE YOUR REQUEST: What changes will the school implement if the request is approved?

Provide a comparison of chronic absenteeism data over a 3-year period.

SY12-13 | SY12-13 | SY14-15

Explain data trend over these years.

How will this serve to improve student learning and outcome?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

QUARTERLY GRADES - CBA Article VI, R: Evaluation of Students / Grading Preparation

SUMMARIZE YOUR REQUEST: When does the school proposed reporting quarterly grades?

How will this serve to improve student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

OTHER

SUMMARIZE YOUR REQUEST: What is the subject of the waiver or exception?	
What will the school implement if the request is approved?	
How will this serve to improve student learning and outcomes?	
If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Kihei Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) does not approve Kihei Elementary School's SCC Waiver Request allowing the school to implement a Kindergarten schedule that does not meet the statutory requirement of a minimum of 1,525 weekly minutes during the first eight days of the school year in order to transition students into Kindergarten.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

b. Previous action of the Board on the same or similar matter

In previous years, the BOE has approved some requests to implement school schedules that did not meet the statutory requirements, including Kalaheo High School.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

d. Arguments in support of the recommendation

Kihei Elementary School has requested approval to implement a Kindergarten schedule that does not meet the statutory requirement of a minimum of 1,525 weekly minutes of student instruction during the first eight days of the school year in order to assess and transition students into Kindergarten.

The request is supported by the following arguments:

- Kindergarten students need to transition into a full day of instruction.
- Assessing students in their first year of school provides valuable baseline information to address their instructional needs.

e. Arguments against the recommendation

Eight days for Kindergarten transition will impact Kindergarten students' instructional time.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have not all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School Kihei Elementary School | Complex Maui | Complex Area BKM

Type: (●) New ( ) Renewal | Strive HI Classification (SY14-15): Continuous Improvement

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Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- [x] *School Schedule - HRS 302A-251: Minimum student learning time*
- [ ] *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- [ ] *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- [ ] *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- [ ] *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- [ ] *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- [ ] *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- [ ] *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [ ] *Other*

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

SY 2015 - 2016

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	1/28/2015	Meeting Type	Faculty Meeting	Outcome	Unanimous approval
Date	1/30/2015	Meeting Type	SCC Meeting	Outcome	Unanimous approval
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	This waiver request would allow needed time for kindergarten assessment, orientation and transition activities. Kindergarten student learning time would be decreased by eight school days.
Why is the school not able to, or requesting not to, meet the statutory requirements?	The transition period is necessary to optimally prepare kindergarteners for their first year of compulsory education and to positively impact their achievement during this vitally important first year of school.
How will time be better used to support student success?	During this period, teachers will be able to assess student skills and utilize data in ways that best address student needs. Time will also be spent acclimating students to the school schedule and procedures in a small group setting so that teachers are better able to support their individual needs.
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	Student data collection systems such as Early Warning System, eCSSS and LDS indicate student success in the areas of attendance and academic performance and a decrease in disciplinary incidents and behavioral challenges.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	Not Applicable

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST: How does the Proposed schedule differ from contractual obligations?	The proposed change in schedule does not affect teachers' contractual obligations.
Why is the school not able to, or requesting not to, meet the contractual obligations?	Not Applicable
How will time be better used to support student and educator success?	The time provided to teachers through this waiver will allow them to establish baseline data to create equitable classrooms that are diverse and heterogeneous. It will also give teachers vital information in order to meet the needs of the students in their classroom.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	Not Applicable

School	Complex Area	Complex
Kihei Elementary School	Maui	Baldwin Kekaulike Maui

School Community Council

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.)

Role	Signature	Date
Administration	Hallie Maxwell	1/30/15
Community Representative(s)		1/30/15
Parent Representative(s)		
Student Representative(s)		
Non-certificated Staff Representative(s)	Midori Tanaka	1/30/15
Teacher Representative(s)	Marjorie Fukuoka	1/30/15

Complex Area Superintendent (CAS)

This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
Alvin Shima		2-3-15

Instructions:

- Schools must send the a) *Request Form*, b) *Signature Page*, and c) a copy of the *HSTA Process Check email* to their CAS.
- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

Fwd: HSTA Process Check email
Halle Maxwell
to:
Dori Kunishige, Corinne Nagamine
02/02/2015 01:25 PM
Hide Details
From: Halle Maxwell/KIHEI/HIDOE
To: Dori Kunishige/KIHEI/HIDOE@hidoe, Corinne Nagamine/KIHEI/HIDOE@hidoe,
History: This message has been replied to.
I need this email saved as a PDF and added to the waiver packet.

Corinne- will you help with this if Dori needs your assistance, please?

Thanks,
Halle

Sent from my iPad

Begin forwarded message:

From: "Nagamine, Eric" <ENagamine@hsta.org>
Date: February 2, 2015 at 1:08:34 PM HST
To:
Mayumi_Fukuoka/KIHEI/HIDOE@notes.k12.hi.us,Halle_Maxwell/KIHEI/HIDOE@notes.k12.hi.us
Cc: "Camacho, Ray" <RCamacho@hsta.org>
Subject: RE: HSTA Process Check email

Mayumi and Halle,

Received both emails below... The Association acknowledges (with a copy to HSTA Negotiations Specialist Ray Camacho). The intent and decision by Principal Maxwell to hold a faculty meeting on Friday, January 30, 2015 to discuss a "waiver" of Board of Education Policy, Re: "In order to continue with our Kindergarten assessment and transition schedule for SY 2015-16". A vote was taken by 56 faculty members in attendance All 56 faculty members voted by a show of hands unanimously to accept the "waiver" of Board of Education Policy.

The Association will not be submitting the HSTA Process Check List as requested. The HSTA Process Check List is designed for an "Exception" to the HSTA Agreement. It is inappropriate to submit the HSTA Process Check List for a "Waiver" for Board of Education Policy. The Association will decide whether another form should be developed to address "Waiver" to Board of Education Policy (discussion on this matter was done with HSTA Negotiations Specialist).

Eric Nagamine
UniServ Director

From: Mayumi_Fukuoka/KIHEI/HIDOE@notes.k12.hi.us
[mailto:Mayumi_Fukuoka/KIHEI/HIDOE@notes.k12.hi.us]
Sent: Friday, January 30, 2015 2:09 PM
To: Halle_Maxwell/KIHEI/HIDOE@notes.k12.hi.us
Subject: Re: HSTA Process Check email

I am not sure what I need to email. Can we discuss this for clarification?

Thank you,

ELL Teacher
Kihei Elementary School
250 E. Lipoa St.
Kihei, Hi 96753
(808) 875-6818

Halle Maxwell---01/30/2015 11:19:11 AM---Mayumi- part of the waiver process is to: -have an "HSTA Process Check" email sent from the Teacher

From: Halle Maxwell/KIHEI/HIDOE
To: Mayumi Fukuoka/KIHEI/HIDOE@HIDOE,
Date: 01/30/2015 11:19 AM
Subject: HSTA Process Check email

Mayumi- part of the waiver process is to:

-have an "HSTA Process Check" email sent from the Teacher Representative to the UniServe Director with a cc to Raymond Camacho

This email needs to state that the waiver process and the reason for the waiver request was explained to our faculty and that we voted. The results of the vote were that 56 out of 56 teachers unanimously approved submitting the waiver request for, "**SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time**" in order to continue with our kindergarten assessment and transition schedule for SY 15-16.

I need a copy of this email because it needs to be included in the paperwork we submit to the CAS.

Please let me know if you are unable to send this email today.

Also, let me know if you have any questions.

thanks,
halle

****
This email was scanned by the Cisco IronPort Email Security System contracted by the Hawaii Dept of Education. If you receive suspicious/phish email, forward a copy to spamreport@k12.hi.us. This helps us monitor suspicious/phish email getting thru. You will not receive a response, but rest assured the information received will help to build additional protection. If you need a response regarding spam/phish emails received, send an email to nssb@k12.hi.us. For more info about the filtering service, go to http://help.k12.hi.us/nssb/internal/spam_pages/index.html
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STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Approval of Pomaikai Elementary School's School Community Council (SCC) Waiver Regarding School Schedules**

1. RECOMMENDATION

That the Board of Education (BOE) does not approve Pomaikai Elementary School's SCC Waiver Request allowing the school to implement a Kindergarten schedule that does not meet the statutory requirement of a minimum of 1,525 weekly minutes during the first eight days of the school year in order to transition students into Kindergarten.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

STATE OF HAWAI'I
BOARD OF EUCATION
P.O. BOX 2360
HONOLULU, HAWAI'I 96804

May 5, 2015

TO: The Honorable Donald G. Horner
Chairperson, Board of Education and Members

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

SUBJECT: **Board Action on the School Community Council ("SCC") Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Board Policy for School Year 2015-2016 for Pomaikai Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) does not approve Pomaikai Elementary School's SCC Waiver Request allowing the school to implement a Kindergarten schedule that does not meet the statutory requirement of a minimum of 1,525 weekly minutes during the first eight days of the school year in order to transition students into Kindergarten.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

BOE Policy 2413 - Upon application to the Board of Education (Board), a school may be granted waivers from student instructional hours and school year requirements, pursuant to HRS 302A-251. The Department of Education shall administer such procedures as may be adopted by the board.

b. Previous action of the Board on the same or similar matter

In previous years, the BOE has approved some requests to implement school schedules that did not meet the statutory requirements, including Kalaheo High School.

c. Other policies affected

Hawaii Revised Statute 302A-251 (Act 167) – Student Learning Time.

d. Arguments in support of the recommendation

Pomaikai Elementary School has requested approval to implement a Kindergarten schedule that does not meet the statutory requirement of a minimum of 1,525 weekly minutes of student instruction during the first eight days of the school year in order to assess and transition students into Kindergarten.

The request is supported by the following arguments:

- Kindergarten students need to transition into a full day of instruction.
- Assessing students in their first year of school provides valuable baseline information to address their instructional needs.

e. Arguments against the recommendation

Eight days for Kindergarten transition will impact Kindergarten students' instructional time.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (April 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (April 27, 2015) have not all agreed to this request.

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:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School Pomaika'i Elementary Complex BKM Complex Area Maui Complex

Type ◉ New ○ Renewal Strive HI Classification (SY14-15) Recognition

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Subject of Request: Identify the specific policies, regulations, rules, procedures or articles within the collective bargaining agreement from which the school is seeking relief (choose from common subjects below or describe in the box labeled "Other.")

Select all that apply:

- [x] *School Schedule - HRS 302A-251: Minimum student learning time*
- [ ] *School Schedule - CBA Article VI, D, 1: Regular Work Day*
- [ ] *School Schedule - CBA Article VI, E: Consecutive Instructional Time*
- [ ] *School Schedule - CBA Article VI, X, 3: Length of Preparation Period*
- [ ] *School Schedule - CBA Article VI, Y: Duty Free Lunch Period*
- [ ] *School Schedule - CBA Article VI, C: Work Time Distribution, Weekly Totals within the 7-Hour Day, 5-Day Week*
- [ ] *Parent-Teacher Conferences - DOE Regulation 4510.3 Released Time for Conferences*
- [ ] *Attendance Procedures - DOE School Attendance Procedures, Revised August 2001*
- [ ] *Quarterly Grades - CBA Article VI, R: Evaluation of Students / Grading Preparation*
- [ ] *Other*

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

This request if for SY15-16.

Decisionmaking Process: Provide a summary of activities that demonstrate an inclusive, collaborative and consensus-building decision-making process. Please include information about the final outcome, including achievement of consensus or specific outcome of vote (e.g. 92 out of 100 teachers voted in favor of the change).

Date	1/28/2015	Meeting Type	Faculty Meeting	Outcome	Achievement of consensus.
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	
Date		Meeting Type		Outcome	

SCHOOL SCHEDULES: HRS 302A-251 - Minimum Student Learning Time

SUMMARIZE YOUR REQUEST (What is the proposed amount of student learning time and by how much does this differ from statutory requirements?)	This waiver request would allow for kindergarten assessment, orientation and transition activities. Kindergarten student learning time would be decreased by eight school days.
Why is the school not able to, or requesting not to, meet the statutory requirements?	The transition period is necessary to optimally prepare kindergarteners for their first year of compulsory education.
How will time be better used to support student success?	During this period, teachers will be able to assess student skills and utilize data in ways that best address student needs.
What evidence is there that the school is supporting successful student outcomes despite not meeting the minimum learning time requirements?	Student data collection systems such as Early Warning System and eCSSS indicate student success, increase in attendance, academic performance, and decrease in disciplinary incidents.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	Not applicable

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE YOUR REQUEST: How does the proposed schedule differ from contractual obligations?	The proposed change in schedule does not affect teachers' contractual obligations.
Why is the school not able to, or requesting not to, meet the contractual obligations?	Not applicable
How will time be better used to support student and educator success?	The time provided to teachers through this waiver will allow them to establish baseline data to create equitable classrooms that are diverse and hterogeneous. It will also give teachers vital information in order to meet the needs of the students in their classrooms.
(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?	Not applicable.

PARENT-TEACHER CONFERENCES - DOE Regulation 4510.3 Released Time for Conferences

SUMMARIZE YOUR REQUEST: How does the school propose scheduling parent-teacher conferences?

Required data: The Superintendent requires that the school conduct a parent survey to demonstrate parent support for this request.

# of Surveys Distributed

Surveys returned

in favor

not in favor

undecided

How will this serve to support student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

SCHOOL ATTENDANCE PROCEDURES - DOE School Attendance Procedures, Revised August 2001

SUMMARIZE YOUR REQUEST: What changes will the school implement if the request is approved?

Provide a comparison of chronic absenteeism data over a 3-year period.

SY12-13	SY12-13	SY14-15

Explain data trend over these years.

How will this serve to improve student learning and outcome?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

QUARTERLY GRADES - CBA Article VI, R: Evaluation of Students / Grading Preparation

SUMMARIZE YOUR REQUEST: When does the school proposed reporting quarterly grades?

How will this serve to improve student learning and outcomes?

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

OTHER

SUMMARIZE YOUR REQUEST: What is the subject of the waiver or exception?

What will the school implement if the request is approved?

How will this serve to improve student learning and outcomes?

If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

School	Complex Area	Complex
Pomaikai Elementary	BKM	Malli

School Community Council

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.)

Role	Signature	Date
Administration	Bernice K. T. Takahata	02/2/15
Community Representative(s)	Yvette Kragowa	2/3/15
Parent Representative(s)	Kris Kukagima	2-3-15
Student Representative(s)	Jeremy Peters	2/3/15
Non-certificated Staff Representative(s)	[illegible]	2.2.15
Teacher Representative(s)	Ahlayn Labuanan	2-3-15

Complex Area Superintendent (CAS)

This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
Alvin Shima	[illegible]	2-4-15

Instructions:

- Schools must send the a) *Request Form*, b) *Signature Page*, and c) a copy of the *HSTA Process Check email* to their CAS.
- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

Re: Waiver request

Bernice Takahata 02/02/2015 02:11 PM

808kkt, bgokamoto, darranrose, Maile Corpuz, mauicorpuz, melekaijenson, vetsie27

	Bridgette Okamoto	**Bridgette Okamoto**	***I approve. Bridgette Okamoto***
	Ahlayn Labuanan	Ahlayn Labuanan	*I approve. Ahlayn Labuanan*
	Maile Corpuz	**Maile Corpuz**	***I approve and can sign the for***
	Kurt Tsukiyama	Kurt Tsukiyama	*I approve. Thanks,*
	Yvette Kitagawa	Yvette Kitagawa	*approved and sig*

I approve.

Ahlayn Labuanan
Literacy Curriculum Coordinator
Pomaika'i Elementary
808-873-3410

Bernice Takahata Hi! Could you review. Pls send... 02/02/2015 12:47:36 PM

From: Bernice Takahata/POMAIKAI/HIDOE
To: Ahlayn Labuanan/POMAIKAI/HIDOE@HIDOE, 808kkt@gmail.com, bgokamoto@msn.com, mauicorpuz@gmail.com, darranrose@hawaii.rr.com, melekaijenson@gmail.com, vetsie27@gmail.com, Maile Corpuz/POMAIKAI/HIDOE@HIDOE,
Cc: Bernice Takahata/POMAIKAI/HIDOE@HIDOE
Date: 02/02/2015 12:47 PM
Subject: Waiver request

Hi! Could you review. Pls send a message to say that you approve or not. Once approved, we need to ask if at least one rep from each group to sign the form which Maile will have in the office.

Thanks so much!
Bernice
----- Forwarded by Bernice Takahata/POMAIKAI/HIDOE on 02/02/2015 12:44 PM -----

From: maile_corpuz@notes.k12.hi.us
To: bernice_takahata@notes.k12.hi.us,
Date: 02/02/2015 12:28 PM
Subject:

[attachment "SCAN0200_000.pdf" deleted by Ahlayn Labuanan/POMAIKAI/HIDOE]

To: pomaikai staff

scc waiver submitted

Hi! Just making sure you all saw the waiver request that was submitted to allow Kinder teachers to conduct their assessments at the beginning of the school year. =)

SCC waiver 2.3.15.pdf