

**SCHOOL YEAR 2015-2016 – EXCEPTION REVIEW COMMITTEE
SUBMISSION ROUND 4 – 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 grouped by category.

Please note there are multiple submission rounds; schools may submit requests for consideration later in the year. There are also a few submissions that have been deferred to subsequent submission rounds for a variety of reasons.

1. Requests-BOE Approval Required

Topic	School	Complex Area	Strive HI Status	Waiver/Exception	Type	BOE Designees	HSTA	HGEA
School Schedule - Kindergarten	Kahului Elem	MAU-BKM	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - Kindergarten	Kamalii Elem	MAU-BKM	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - Kindergarten	Lihikai Elem	MAU-BKM	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - Kindergarten	Paia Elem	MAU-BKM	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - Professional Development	Paia Elem	MAU-BKM	Continuous Improvement	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - Professional Development	Baldwin High	MAU-BKM	Focus	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - One day for freshman and new student	Baldwin High	MAU-BKM	Focus	Waiver – HRS 302A.251	New	Yes	Yes	Yes
School Schedule - One day release for seniors during ACT	Baldwin High	MAU-BKM	Focus	Waiver – HRS 302A.251	New	Yes	Yes	Yes



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

May 19, 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 Kahului Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Kahului 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

Kahului 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: 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	Kahului Elementary	Complex	Maui	Complex Area	BKM
Type	<input checked="" type="radio"/> New <input type="radio"/> 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 Reduction of student learning time from 8 days to 5 days **+**

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.

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 five 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 system 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 heterogeneous. It will also give teachers vital information in order to meet the need of the students.

(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?

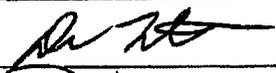
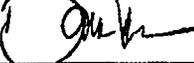
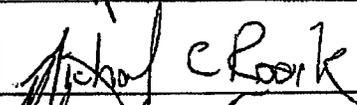
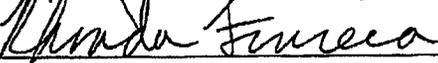
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School <u>Kahului Elementary</u>	Complex Area <u>Maui</u>	Complex <u>BKM</u>
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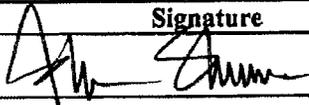
School Community Council

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		04/29/2015
Community Representative(s)		4/30/15
Parent Representative(s)		4/30/15
Student Representative(s)	Rumpkin Guillermo	4-30-15
Non-certificated Staff Representative(s)		4-30-15
Teacher Representative(s)		4/30/2015

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		5-1-15

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: Waiver - Kindergarten (HSTA Process Check email)
Keoni Wilhelm to: Lianne Oshiro
Cc: Tammi Ishikawa

04/29/2015 12:18 PM

Aloha Lianne.

We will take a vote at today's Faculty meeting for the reduction from 8 to 5 days for the K waiver.

Please email UniServ Director with a cc to HSTA's Raymond Camacho our results.
(You can attach my email to Kahului Teachers on 1/29/2015).

Mahalo.

Keoni Wilhelm
Principal
Kahului Elementary School

KAPU

"Kahului Achieving Proficiency Unconditionally"

----- Forwarded by Keoni Wilhelm/KAHULUI/HIDOE on 04/29/2015 12:13 PM -----

From: Keoni Wilhelm/KAHULUI/HIDOE
To: Lianne Oshiro/KAHULUI/HIDOE@HIDOE,
Cc: Tammi Ishikawa/KAHULUI/HIDOE@HIDOE
Date: 02/03/2015 10:29 AM
Subject: Fw: Waiver - Kindergarten (HSTA Process Check email)

Aloha Lianne,

To ensure that the process to reach the decision for a contract exception request was followed, our faculty reached consensus by having a secret ballot vote that resulted in active faculty members casting a ballot with 66-2/3% or higher affirmative vote.

Teacher Tammi Ishikawa conducted this and does have the ballots and it is now stored in the office.

This is the ballot we used to reach consensus.

I added the red line which confirms that teachers did not need to write their names on the ballots.



Waiver Vote.doc

Please email the UniServ Director with a cc to HSTA's Raymond Camacho (rcamacho@hsta.org).
This email will be saved as a PDF and you should save a PDF one when you email the UniServ Director as well.

Mahalo.

Keoni Wilhelm
Principal
Kahului Elementary School

KAPU

"Kahului Achieving Proficiency Unconditionally"

----- Forwarded by Keoni Wilhelm/KAHULUI/HIDOE on 01/29/2015 02:10 PM -----

From: Keoni Wilhelm/KAHULUI/HIDOE
To: Kahului Teachers,
Cc: Lisa McClintock/KAHULUI/HIDOE@HIDOE, Carolyn Smith/KAHULUI/HIDOE@HIDOE
Date: 01/29/2015 02:10 PM
Subject: Waiver - Kindergarten

Aloha Teachers.

In order for our incoming Kindergarten students to be assessed, oriented and transitioned into our school, a waiver must be completed and submitted to our CAS by February 3, 2015 for SY 2015-2016.

I apologize for this inconvenience, as I only discovered that this waiver will need to be completed with a faculty consensus this past Tuesday.

Moving forward, I have asked Tammi Ishikawa (Kindergarten SLT) to stop by your room to collect a quick secret ballot vote of "yes" or "no" in support of this waiver that will be attached to this hardcopy email in your box..

I will make a copy of the final waiver and provide it to our HSTA rep. Mrs. Oshiro.

Background:

What: Waiver to request allowing for Kindergarten assessment, orientation and transition activities to continue.

Kindergarten student learning time would be decreased by eight school days.

Why: The transition period is necessary to optimally prepare Kindergarteners for their first year of compulsory education.

How: During this period, teachers will be able to assess student skills and utilize data in ways that best address student needs.

Data: Student data collection system such as Early Warning System and eCSSS, indicate student success increase in attendance, academic performance and decrease in disciplinary incidents.

I will also involve our School Community Council with this process to receive their agreement of this waiver.

Thank you for your flexibility with this waiver in supporting our incoming Kindergarten students and families.

If you have any questions, please see me directly.

Keoni Wilhelm
Principal
Kahului Elementary School

KAPU

"Kahului Achieving Proficiency Unconditionally"



Re: Waiver - Kindergarten 
Keoni Wilhelm to: Kahului Teachers
Cc: Lisa McClintock, Michele Fujiyama

04/29/2015 12:18 PM

Aloha Teachers.

Because ACT 21 will not recommend approval of our K waiver request of more than 5 days, the 4 + 4 committee is recommending disapproval to BOE on our requested waivers for kindergarten transition days (Kahului - 8 days).

This will effect not only our school, but Paia, Pomaikai, Lihikai, Kula, Kihei, and Kamalii.

It looks as if the recommendation will sustain and we will get zero (0) days if we do nothing.

Rather than zero days, I will submit another waiver for no more than the 5 days, which they will probably approve.

We will take a vote today, if we are in agreement with the 5 days, (66 and 2/3%), then we are good.

This needs to be done today because re-submission is due to Dan Miyamoto at OCISS by May 8, 2015 and I still need the SCC board approval.

Thank you.

Lianne: You will receive a separate email after the vote.

Tammi: Please see me.

Keoni Wilhelm
Principal
Kahului Elementary School

KAPU
"Kahului Achieving Proficiency Unconditionally"

Keoni Wilhelm Aloha Teachers. In order for our incoming Kinde... 01/29/2015 02:10:41 PM

From: Keoni Wilhelm/KAHULUI/HIDOE
To: Kahului Teachers,
Cc: Lisa McClintock/KAHULUI/HIDOE@HIDOE, Carolyn Smith/KAHULUI/HIDOE@HIDOE
Date: 01/29/2015 02:10 PM
Subject: Waiver - Kindergarten

Aloha Teachers.

In order for our incoming Kindergarten students to be assessed, oriented and transitioned into our school, a waiver must be completed and submitted to our CAS by February 3, 2015 for SY 2015-2016.

I apologize for this inconvenience, as I only discovered that this waiver will need to be completed with a faculty consensus this past Tuesday.

Moving forward, I have asked Tammi Ishikawa (Kindergarten SLT) to stop by your room to collect a quick secret ballot vote of "yes" or "no" in support of this waiver that will be attached to this hardcopy email in your box..

I will make a copy of the final waiver and provide it to our HSTA rep. Mrs. Oshiro.

Background:

What: Waiver to request allowing for Kindergarten assessment, orientation and transition activities to continue.

Kindergarten student learning time would be decreased by eight school days.

Why: The transition period is necessary to optimally prepare Kindergarteners for their first year of compulsory education.

How: During this period, teachers will be able to assess student skills and utilize data in ways that best address student needs.

Data: Student data collection system such as Early Warning System and eCSSS, indicate student success increase in attendance, academic performance and decrease in disciplinary incidents.

I will also involve our School Community Council with this process to receive their agreement of this waiver.

Thank you for your flexibility with this waiver in supporting our incoming Kindergarten students and families.

If you have any questions, please see me directly.

Keoni Wilhelm
Principal
Kahului Elementary School

KAPU
"Kahului Achieving Proficiency Unconditionally"

4/29/2015

Waiver/Exception 2015-2016 for Kindergarten (HRS302A-251: Minimum student learning time)

(now 5 days)

Teacher Name: _____

Yes, in favor of this waiver.

No, not in favor of this waiver.

- Name not needed

4/29/2015

Waiver/Exception 2015-2016 for Kindergarten (HRS302A-251: Minimum student learning time)

(now 5 days)

Teacher Name: _____

Yes, in favor of this waiver.

No, not in favor of this waiver.

- Name not needed



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

May 19, 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

A handwritten signature in black ink, appearing to be "S. Schatz", written over the name of Stephen Schatz.

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 Kamalii Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Kamalii 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

Kamalii 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: 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	<input type="text" value="Kamali'i Elementary"/>	Complex	<input type="text" value="Maui"/>	Complex Area	<input type="text" value="Baldwin"/>
Type	<input checked="" type="radio"/> New <input type="radio"/> Renewal	Strive HI Classification (SY14-15)	<input type="text" value="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.

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 five (5) 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 kindergarten students 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 system such as Early Warning System (EWS) and the Electronic Comprehensive Student Support System (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 the teachers to establish baseline data which will be used 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.

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
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in favor

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How will this
serve to support
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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
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What will the
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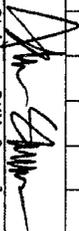
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serve to improve
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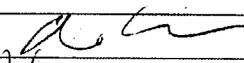
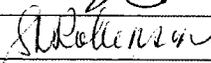
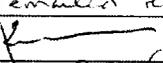
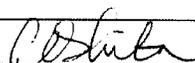
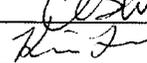
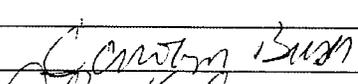
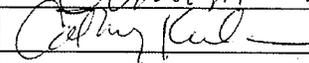
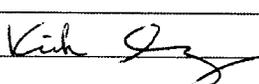
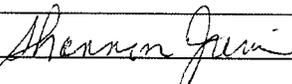
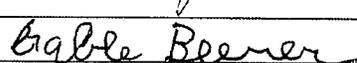
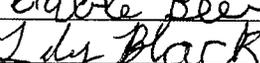
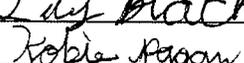
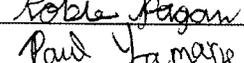
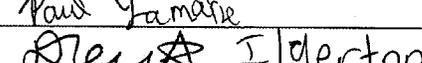
If renewal): What
evidence exists to
demonstrate the
positive impact of
the previously
approved
request?

**Kamali'i Elementary School School Community Council
April 30, 2015 Kindergarten request for five (5) day waiver**

Approved:

Alvin Shima, BKM Complex Area Superintendent



Name	Representation/ Role	Signature	Yes	No
Eric Cuomo	Parent/Chair		✓	
Shannon Robinson	Parent/Secretary		✓	
Richard "Rob" Robinson	Parent			
Kacie Holton	Teacher	<i>emailed response</i>	✓	
Kim Mukai-Otani	Principal		✓	
Christine Oshita	Teacher/Vice Chair		✓	
Kim Luu	Parent		✓	
Rhonda Hay	Parent			
Carolyn Bush	Teacher		X	
Cathy Keelan	Teacher		✓	
Nio Kindla	Community			
Kirk Surry	Community (alternate)		✓	
Gage Beerler	Parent			
James "Brett" Fahnestock	Parent (Alternate)			
Shannon Jarvis	Teacher (Alternate)		✓	
	Non-certificated Staff			
Gable Beerler (President)	Student Council		✓	
Lily Black (Vice President)	Student Council		✓	
Kobie Pagan (Secretary)	Student Council		✓	
Paul Yamane (Treasurer)	Student Council		✓	
Drew Ilderton (Treasurer)	Student Council		✓	



Fw: Kamali'i kindergarten Waiver for SY 2015-16
Kim Otani to: Dan Miyamoto

05/11/2015 08:10 AM

History: This message has been replied to.

Is this sufficient?

Thank you

----- Forwarded by Kim Otani/KAMALII/HIDOE on 05/11/2015 08:08 AM -----

From: Carlo Marchetti/KAMALII/HIDOE
 To: enagamine@hsta.org,
 Cc: Carlo Marchetti/KAMALII/HIDOE@HIDOE, Kim Otani/KAMALII/HIDOE@HIDOE
 Date: 05/05/2015 11:02 AM
 Subject: Fw: Kamali'i kindergarten Waiver for SY 2015-16

To HSTA Uni-serve Eric Nagamine:

Our school had a discussion for a waiver for 5 days for kindergarten for school year 2015-2016 and it was passed by our teachers.
 From Carlo Marchetti

page 98 of contract,



Waiver: Kinder 2015 Orientation Calendar revised 5.01.15.doc



SCC waiver kindergarten 2015-16 amended.pdf

----- Forwarded by Carlo Marchetti/KAMALII/HIDOE on 05/05/2015 10:54 AM -----

From: Susan Gouveia/MAUIDO/HIDOE
 To: Kim Otani/KAMALII/HIDOE@HIDOE,
 Cc: Alvin Shima/MAUIDO/HIDOE@HIDOE, Carlo Marchetti/KAMALII/HIDOE@HIDOE
 Date: 05/05/2015 08:45 AM
 Subject: Re: Kamali'i kindergarten Waiver for SY 2015-16



Kim,

Would you please also send us your SCC Assurances page, with all the signatures approving this new plan? We will need Mr. Marchetti's e-mail notification from HSTA as well.

Thank you.

Susan Gouveia, Private Secretary
 Baldwin-Kekaulike-Maui Complex
 54 S. High Street * 4th Floor * Wailuku, HI 96793

(808) 984-8000

(808) 984-8008

susan_gouveia@notes.k12.hi.us

Kim Otani

Here are the documents for five (5) waiver days...

05/04/2015 05:12:00 PM

From: Kim Otani/KAMALII/HIDOE
To: Susan Gouveia/MAUIDO/HIDOE@HIDOE, Alvin Shima/MAUIDO/HIDOE@HIDOE,
Date: 05/04/2015 05:12 PM
Subject: Kamali'i kindergarten Waiver for SY 2015-16

Here are the documents for five (5) waiver days



Kinder 2015 Orientation Calendar revised 5.01.15.doc



SCC waiver kindergarten 2015-16 amended.pdf

Mr. Carlo Marchetti is to notify HSTA.

The originals are being pouched.

Thank you

Kim Mukai-Otani
Principal
Kamali'i Elementary School
180 Kealii Alanui
Kihei, HI 96753
808-875-6840 ext 225
808-875-6843 (fax)
kim_otani@notes.k12.hi.us



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

May 19, 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 Lihikai Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Lihikai 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

Lihikai 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: 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	<input type="text" value="Lihikai School"/>	Complex	<input type="text" value="Maui Complex"/>	Complex Area	<input type="text" value="BKM"/>
Type	<input type="radio"/> New <input type="radio"/> Renewal	Strive HI Classification (SY14-15)	<input type="text" value="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.

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?)

Lihikai Elementary School requesting adjustment of days and times to provide transition for incoming kindergarten students and parents for 2015-2016 school year. The first two 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?

The transition period is necessary to optimally prepare kindergartners for their first year of compulsory education. 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?

During this period, teachers will be able to assess student skills and utilize data in ways that best address student needs. Establishment of positive parent-teacher-student relationship. Transition time provides low (10:1) student teacher ratio for establishing critical routines for

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

Student data collection system such as Early Warning System and eCSSS indicate student success increase in attendance, academic performance and decrease in disciplinary incidents. The assessment/orientation conferences and gradual days have been a protocol in use for the past 3 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?

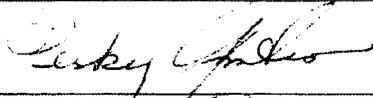
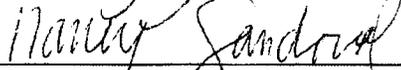
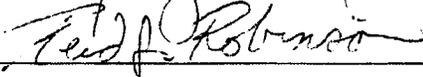
If renewal): What
evidence exists to
demonstrate the
positive impact of
the previously
approved
request?



School Lihikali	Complex Area BKM	Complex maui
---------------------------	----------------------------	------------------------

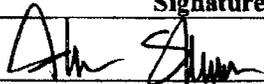
School Community Council

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		5/5/15
Community Representative(s)		
Parent Representative(s)		5/5/15
Student Representative(s)		
Non-certificated Staff Representative(s)		5/5/15
Teacher Representative(s)		5/5/15
		5/5/15

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		5-7-15

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.

Staggered Start Day Kindergarten
Renee Akiu
to:
enagamine
05/11/2015 06:52 AM
Cc:
Michael Pollock, Brandon Oka
Show Details

Aloha Eric,

At our faculty meeting January 28, 2015 a vote was taken to allow out "K" teacher to stagger there first full day with students at the beginning of next school year 2015 - 2016.

Proposal: Can the Kindergarten teacher and students of Lihikai utilize a staggered schedule to evaluate students and transition them into a full day schedule?

Results: 100% of certificated staff voted YES.
If you need further information please contact me.

Renee Akiu
Lihikai APC Chair

cc MP, BO

Option C (5 day) 27 Test	28 Test	29 Grouping/Workday	30 Parent Orientation/Workday	31 Group 1 ½ day
3 Group 2 ½ day	4 Whole Group ½ day	5 Whole Group Full Day		

Lihikai 5 Day Transition For Kindergarten



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

May 19, 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

A handwritten signature in black ink, appearing to read "S. Bacon", written over the name Sean Bacon.

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 Paia Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Paia 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

Paia 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: 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	Paia Elementary	Complex	Complex Area
Type	<input checked="" type="radio"/> New <input type="radio"/> Renewal	Strive HI Classification (SY14-15)	<input type="text" value="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
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- 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
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- 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.

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?)

Paia Elementary School is requesting five Waiver Days for the school year 2015-2016. Student learning time for kindergarten students will be reduced by 171 days instead of 180 days. The reduction includes the two professional development waiver days.

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

Paia Elementary School is requesting not to meet the statutory requirements. The five waiver days would provide a smooth transition for our kindergartens to the structure of school. It would especially benefit our students with no preschool experience.

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. Teachers would also be able to assess students' academic and behavioral skills.

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 families are oriented into the school procedures. Time is necessary for kindergarten students to practice classroom procedures and routines. Especially, for kindergarten that have not been exposed to public school environments.

(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
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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
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What will the
school implement
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approved?

How will this
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If renewal): What
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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 *Lena K. Luinai* Date 5/5/15

Community Representative(s) *Lena Luinai* Date 5/5/15

Parent Representative(s) *[Signature]* Date 5/5/15

Student Representative(s) *NIM Crozier* Date 5/5/15

Noncertificated Staff Representative(s) *[Signature]* Date 5 MAY 2015

Teacher Representative(s) *Lillian A. Kana* Date 5/5/15

_____ Date _____

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

CAS Signature: *[Signature]* Date 5-7-15

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 McPherson (kmcpherson@hsta.org). Please attach a copy of the email sent to the UniServ Director.

RETURN FORM TO: School and Community Leadership Branch (SCLB)
2301 Pauoa Road, Room C-6
Honolulu, Hawaii 96813

Or FAX: 586-3129



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

May 19, 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

Handwritten signatures of Stephen Schatz and Sean Bacon.

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 Paia Elementary School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Paia 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.

k. Facilities implications

None.

l. Financial implications

None.

5. OTHER SUPPLEMENTARY RECOMMENDATIONS

None.

SS/SB:DM:la

Attachments

c: Office of Curriculum, Instruction and Student Support

02-30

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	Paia Elementary	Complex Maui	Complex Area	BKM
Type	<input checked="" type="radio"/> New <input type="radio"/> 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:

- 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.

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?)

Paia Element 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?

Paia 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 decreased in its index from 187 to 172. The school experienced a new principal in January of 2014 and 52 students in Hawaiian language immersion opted out of the HSA. Although there were decreases in reading, math, and science, chronic absenteeism dropped from 31% to 16% as well as the achievement gap in the current year went from 49% to 29% and the 2 year gap went from -102% to 27%.

(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?

1

1

1

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 Lema K. Liuwai Date 2-1-2015

Community Representative(s) Renee Gorman Date 01-30-2015

Parent Representative(s) [Signature] Date 01-28-15

Student Representative(s) LUCA Jenkins Date 01-30-15

Noncertificated Staff Representative(s) [Signature] Date 30 January, 2015

Teacher Representative(s) Leinani Kany Date 1/30/15
Date _____

Complex Area Superintendent (CAS): 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: [Signature] Date 2-3-15

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.



Fw: Waiver Days approved by Pa'ia Staff
Kehau Luuwai to: Alvin Shima
Cc: Susan Gouveia

02/02/2015 04:22 PM

----- Forwarded by Kehau Luuwai/PAIA/HIDOE on 02/02/2015 04:22 PM -----

From: Kayleen Pieper/PAIA/HIDOE
To: enagamine@hsta.org
Cc: kmacpherson@hsta.org, Kehau Luuwai/PAIA/HIDOE@HIDOE
Date: 01/30/2015 01:13 PM
Subject: Waiver Days approved by Pa'ia Staff

Aloha-

This e-mail is being sent to inform HSTA that Pa'ia School approved the two additional waiver days that our complex is requesting for the 2015-2016 school year.

Mahalo,

Kayleen Pieper



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

May 19, 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 Baldwin High School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Baldwin 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 one day of transition for incoming ninth graders and new students to the school.

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

Baldwin 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 one day of transition for incoming ninth graders and new students to the school.

The request is supported by the following arguments:

- Implementing transition activities as a method to develop relationships with students/families, care for the social and emotional needs of students, and establish clear expectations is key in fostering a school culture and atmosphere that supports student achievement. Research indicates that this is a best practice.

- 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: 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	<input type="text" value="Baldwin High School"/>	Complex	<input type="text" value="Baldwin"/>	Complex Area	<input type="text" value="BKM"/>
Type	<input type="radio"/> New <input checked="" type="radio"/> Renewal	Strive HI Classification (SY14-15)	<input type="text" value="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
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- 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.

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?)

Baldwin High School has historically utilized the first day of instruction to support the transition of freshmen and students new (all grade levels) to Baldwin High School. This utilizes a full day, 5.6 hours of instructional minutes.

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

Implementing transition activities as a method to develop relationships with students/families, care for the social and emotional needs of students, and establish clear expectations is key in fostering a school culture and atmosphere that supports student achievement. Research indicates that this is a best practice.

How will time be better used to support student success?

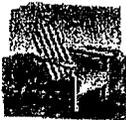
During this special schedule the following activities take place: 1) students are escorted through a physical orientation of the campus (by teachers and student leaders), 2) Detailed instruction regarding school rules, policies, and procedures take place over a period of three hours, 3) a general assembly is held to greet and welcome new students, and 4) students are guided to

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 Baldwin High School -
Both 2 year and Current Gap rates are improving.
Math Growth for 2 consecutive years over 60.
Graduation Rate increased 6 points to 90 in SY14-15.
BHS committed to Data Teams embedding time for data teams in to their regular schedule.
BHS is participating in developing Vision of Curriculum, Assessment, Instruction and Learning Environment and RTI program with Dr. Victoria Bernhardt. Robust ART process.

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

Qualitative information from parents, teachers, and students regarding the value/appreciation for taking the time to orient new students overwhelmingly supports this activity. In addition, this year's effort to reduce chronic absenteeism in the 9th grade has seen positive results.



Re: Updated voting results re: waiver requests 

Eric Johnson to: CChang, Shannon Alueta

Cc: Catherine Kilborn

03/03/2015 03:31 PM

Chris: See results below of the voting for waiver info held at BHS.
All three (3) passed.

Eric Johnson

Best Buddies Sponsor

Shannon Alueta	Cathy - We held make-up voting...	02/20/2015 12:12:38 PM
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From: Shannon Alueta/BALDWIN/HIDOE
To: Catherine Kilborn/BALDWIN/HIDOE@HIDOE,
Cc: Kindra Sabado/BALDWIN/HIDOE@HIDOE, Eric Johnson/BALDWIN/HIDOE@HIDOE, Lynn Yamauchi/BALDWIN/HIDOE@HIDOE
Date: 02/20/2015 12:12 PM
Subject: Updated voting results re: waiver requests

Cathy -

We held make-up voting earlier this week for the people who missed the last faculty mtg. This morning, Eric, Lynn and I tallied the latest batch of ballots, and the combined results are listed below:

1. Frosh Start Day:

Yes - 83

No - 4

Blank - 1

2. Two add'l PD days:

Yes - 67

No - 18

Blank - 3

3. Modified day for ACT:

Yes - 86

No - 1

Blank - 1

Please let me know if you have any questions. I will keep the ballots on file, in case anyone needs them.

School Baldwin	Complex Area BKM	Complex Baldwin
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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)	Chris Hawkins	2/3/15
Parent Representative(s)	James A. Buika	2/3/15
Student Representative(s)		2/3/15
Non-certificated Staff Representative(s)	Jeff P. Aull	2/3/15
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		3-10-15

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).

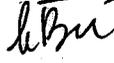
Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.



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

May 19, 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 Baldwin High School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Baldwin 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

Baldwin 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 Baldwin Complex.

The request is supported by the following arguments:

- Baldwin High School is participating in developing a vision of curriculum, assessment, and an instructional learning environment and Response to Intervention program.

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: 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.

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School 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:

- School Schedule - HRS 302A-251: Minimum student learning time
- School Schedule - CBA Article VI, D, 1: Regular Work Day
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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?)

Baldwin High 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, Baldwin High School is one of 3 Focus Schools. Baldwin's status is due to the Trigger of low graduation rate. Baldwin High dropped 13 Index points from SY 12-13 to SY 13-14. Math and Science Proficiency showed no improvement and there was a slight drop in Reading proficiency. Reading growth under 50 in SY 13-14. Chronic

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?

There are positive trends at Baldwin High School -
Both 2 year and and Current Gap rates are improving.
Math Growth for 2 consecutive years over 60.
Graduation Rate increased 6 points to 90 in SY14-15.
BHS committed to Data Teams embedding time for data teams in to their regular schedule.
BHS is participating in developing Vision of Curriculum, Assessment, Instruction and Learning Environment and RTI program with Dr. Victoria Bernhardt. Robust ART process.

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

School <i>Baldwin</i>	Complex Area <i>BKM</i>	Complex <i>Baldwin</i>
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School Community Council

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Role	Signature	Date
Administration	<i>[Signature]</i>	<i>2/3/15</i>
Community Representative(s)	<i>Chris Hawkins</i>	<i>2/3/15</i>
Parent Representative(s)	<i>James A. Buika</i>	<i>2/3/15</i>
Student Representative(s)	<i>[Signature]</i>	<i>2/3/15</i>
Non-certificated Staff Representative(s)	<i>[Signature]</i>	<i>2/3/15</i>
Teacher Representative(s)	<i>[Signature]</i>	<i>2/3/15</i>
	<i>[Signature]</i>	<i>2/3/15</i>

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
<i>Alvin Shima</i>	<i>[Signature]</i>	<i>3-10-15</i>

Instructions:

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Re: Updated voting results re: waiver requests 

Eric Johnson to: CChang, Shannon Alueta

Cc: Catherine Kilborn

03/03/2015 03:31 PM

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Best Buddies Sponsor

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To: Catherine Kilborn/BALDWIN/HIDOE@HIDOE,
Cc: Kindra Sabado/BALDWIN/HIDOE@HIDOE, Eric Johnson/BALDWIN/HIDOE@HIDOE, Lynn Yamauchi/BALDWIN/HIDOE@HIDOE
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Blank - 3

3. Modified day for ACT:

Yes - 86
No - 1
Blank - 1

Please let me know if you have any questions. I will keep the ballots on file, in case anyone needs them.



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

May 19, 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 Baldwin High School**

1. RECOMMENDATION

That the Board of Education (BOE) approves Baldwin 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 one day without school for ninth, tenth and eleventh grade ACT testing.

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

Baldwin 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 one day without school for ninth, tenth and eleventh grade ACT testing.

The request is supported by the following arguments:

- During this special testing schedule, all faculty will be utilized to create smaller testing rooms with additional support outside to escort students to/from the restroom and other related needs during testing. Classes for seniors cannot be conducted.

- 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: 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 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:

- 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.

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?)

Baldwin High School is requesting the following modifications on ACT testing day:
1) Only 9th, 10th and 11th grade students in attendance on this day; seniors would be excused. (5.6 hours of instructional minutes) and,
2) Early release of students after testing has been completed (2.2 hours of instructional minutes.)

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

See attached description.

How will time be better used to support student success?

During this special testing schedule all faculty will be utilized to create smaller testing rooms with additional support outside to escorts to/from restroom and other related needs during testing.

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 Baldwin High School -
Both 2 year and Current Gap rates are improving.
Math Growth for 2 consecutive years over 60.
Graduation Rate increased 6 points to 90 in SY14-15.
BHS committed to Data Teams embedding time for data teams in to their regular schedule.
BHS is participating in developing Vision of Curriculum, Assessment, Instruction and Learning Environment and RTI program with Dr. Victoria Bernhardt. Robust ART process.

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

ACT testing requires strict adherence to **scheduling** (each grade level has its own schedule and these differ significantly from one another), **set-up** (each grade level must be positioned as a grade level and meet room and grouping requirements, requiring the campus to be segmented), **elimination of noise, supervision, and proctoring**.

There are several issues that arise out of these requirements:

- 1) Where to seniors go, what activities are feasible, and how can we provide the needed supervision for this large group (average 350 students) for this extended period of time?
- 2) How to provide the level of supervision and proctoring required during testing?
- 3) What to do when grade level students have completed their testing, since they cannot return to normally scheduled classes- (this entails supervising bathroom breaks, how to get students lunch, behavior management after lengthy testing and being in the same room for an extended period)?

Year one of ACT testing, SY 12-13, demonstrated to us the sequestering our seniors in the gym and auditorium was problematic- the noise level was too high for surrounding classrooms, having such a large group limited the activities that could be conducted (these were related to graduation, commencement practice, MADD presentations, etc.) and that keeping the group engaged for five + hours was not conducive to learning. Academic activities-given the range of students, locations, and the limited personnel for supervision was not possible.

Year two, SY 13-14, arrangements for an off campus activity was arranged. Opportunities (where to go) and resources (money, transportation, and supervision) for such a large group are limited. Competition for some venues (like college visitations) is very steep as all other high school are facing the same issues. Significant planning, preparation, and communication went into this effort. Only 67 seniors came to school. Instructional activities are not feasible given the large group and the need to have students off campus. For SY 2014-2105, 21 seniors were in attendance.

For the remaining grade levels (9, 10, and 11) – testing is only officially over after the 11th grade students have completed their exams. In some cases, this means that students must remain in their testing location

from 45 minutes to one hour beyond the testing. Instruction is not possible (these are mixed groups), all activities must be supervised (bathroom use etc.) and lunch then, must be served at @ 12:45 to 1:00 pm. In year two of the testing, students, who had experienced the testing schedule in year one, conveyed to their parents their desire to leave after testing was completed and this was the response: 394 students/parents removed their students using a PLC (permission to leave campus). This school year - 500 students had parents apply for a PLC.

Given all of these conditions, instructional activities do not occur on this test date, because of the testing parameters. Finally, BHS recognizes the importance of developing in students and staff an attitude of seriousness relative to this test. One of the factors that communicates this, is in the environmental set up. This is a day to focus on testing - little else can be accomplished. It is simply a better practice to release students after such a rigorous and lengthy activity.



Re: Updated voting results re: waiver requests 
Eric Johnson to: CChang, Shannon Alueta
Cc: Catherine Kilborn

03/03/2015 03:31 PM

Chris: See results below of the voting for waiver info held at BHS.
All three (3) passed.

Eric Johnson

Best Buddies Sponsor

Shannon Alueta	Cathy - We held make-up voting...	02/20/2015 12:12:38 PM
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From: Shannon Alueta/BALDWIN/HIDOE
To: Catherine Kilborn/BALDWIN/HIDOE@HIDOE,
Cc: Kindra Sabado/BALDWIN/HIDOE@HIDOE, Eric Johnson/BALDWIN/HIDOE@HIDOE, Lynn Yamauchi/BALDWIN/HIDOE@HIDOE
Date: 02/20/2015 12:12 PM
Subject: Updated voting results re: waiver requests

Cathy -

We held make-up voting earlier this week for the people who missed the last faculty mtg. This morning, Eric, Lynn and I tallied the latest batch of ballots, and the combined results are listed below:

1. Frosh Start Day:

Yes - 83

No - 4

Blank - 1

2. Two add'l PD days:

Yes - 67

No - 18

Blank - 3

3. Modified day for ACT:

Yes - 86

No - 1

Blank - 1

Please let me know if you have any questions. I will keep the ballots on file, in case anyone needs them.

School Baldwin	Complex Area BKM	Complex Baldwin
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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)	Chris Hawkins	2/3/15
Parent Representative(s)	James A. Buika	2/3/15
Student Representative(s)		2/3/15
Non-certificated Staff Representative(s)	Jeff L. Aull	2/3/15
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		3-10-15

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.