

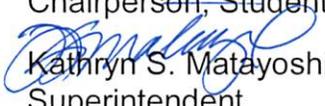


STATE OF HAWAII
DEPARTMENT OF EDUCATION
P.O. BOX 2360
HONOLULU, HAWAII 96804

OFFICE OF THE SUPERINTENDENT

December 1, 2015

TO: The Honorable Patricia Halagao
Chairperson, Student Achievement Committee

FROM: 
Kathryn S. Matayoshi
Superintendent

SUBJECT: **Committee Action on Board of Education Policy 500.26 (New Student Orientation)**

1. RECOMMENDATION

The Department of Education (Department) is recommending revisions to the three policies noticed on the Hawaii State Board of Education (Board) Student Achievement Committee (SAC) agenda for December 1, 2015. The Board noticed the policies during the November 3, 2015 SAC meeting. The Department's proposed revisions to policy 500.26 are summarized in the table below and provided in greater detail in the attached exhibits.

Old Policy Number	New Policy Number	Policy Title	Proposed Revisions	Exhibit
4165	500.26	New Student Orientation	<ul style="list-style-type: none">• Move the first paragraph to the bottom of the policy as a rationale, for consistency in formatting across policies.• Clarify the decision making process by requiring approval by the school community council.• Clarify that this policy applies only to secondary schools.• Clarify that new student orientation programs provided under this policy constitute a	A

			waiver to the student instructional hours required under section 302A-251, Hawaii Revised Statutes (HRS).	
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2. RECOMMENDED EFFECTIVE DATE

The Department recommends that the SAC approve and adopt the policies as described in section 1.0 with immediate effective and compliance dates.

3. RECOMMENDED COMPLIANCE DATE (if different from the effective date)

No additional compliance recommendations.

4. DISCUSSION (if different from the effective date)

a. Conditions leading to the recommendation

The Department used a cross-office review strategy to review and provide proposed revisions to the policies listed in section 1.0. The proposed Department revisions accept the recommendations from the Permitted Interaction Group (PIG) and provide additional changes to maintain consistency in language and format across the policies.

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

On May 12, 2015, the Board of Education administratively referred the policy to the FIC. On May 19, 2015, FIC referred the policy to SAC, and then no action was taken at the general board meeting on the same day. No public testimony was received. There has been no other action since then.

c. Other policies affected

No other policies are affected by the proposed revisions.

d. Arguments in support of the recommendation

The proposed revisions accept the edits from the PIG on the policy audit and provide additional revisions to maintain consistency across the policies. The proposed revisions do not make substantive changes to the policies and do not change impact schools.

Policy 500.26: New Student Orientation (Exhibit A)

Policy 500.26 recognizes that the transition to secondary school can be stressful for some students and families. The policy allows for schools to hold a one-day orientation program and provides guidance. The PIG did not make edits to the policy, aside from the new number system that is applied to all policies.

The Department is recommending deleting the first paragraph of the policy in favor of including the language as a rationale at the end of the policy. This proposed change brings the policy format in line with that of the other policies. The proposed edits to not change the content of the policy and, as such, should not impact school level implementation. The Department also recommends adding language to clarify that this policy applies only to secondary schools and also that this policy constitutes a waiver of the instructional days required under section 302A-251, HRS.

e. Arguments against the recommendation

Proposed amendments are intended to be clarifying only.

f. Other agencies or departments of the State of Hawaii involved in the action

There are no other agencies or departments of the State of Hawaii that are involved in this action.

g. Possible reaction of the public, professional organizations, unions, DOE staff and/or others to the recommendation

Possible reactions and implications are addressed in sections 4.d and 4.e.

h. Educational implications

The proposed revisions provide consistency, but do not make substantive changes to the content of the policy.

i. Personnel implications

When schools institute the orientation allowed by Policy 500.26 (New Student Orientation) may impact the 180 day minimum instructional requirement for students who do not participate in the orientation, and transportation and school lunch services.

j. Facilities implications

There are no identified facilities implications, at this time.

k. Financial implications

No funds have been allocated specifically to support these policies.
Schools support these initiatives through Weighted Student Formula.

5. OTHER SUPPLEMENTARY RECOMMENDATIONS

There are no supplementary recommendations at this time.

TOC:SS:kp

Attachment: Exhibit A - Policy 500.26 with changes
Exhibit B - Policy 500.26 "clean up" version if all recommended
changes are approved

c: Office of Strategy, Innovation and Performance

POLICY 500.26

NEW STUDENT ORIENTATION
[POLICY]

[The Board of Education recognizes that the transition to secondary school may be difficult and cause stress and anxiety for both parents and students. School data indicate that students in the incoming grade level experience the most difficulty in school adjustment. Empirical data suggest that a one-day orientation program on the first school instructional day attended exclusively by students in the incoming grade may be beneficial to the entire school community.]

[Therefore, schools] Schools may establish a one-day orientation program on the first school instructional day which is attended exclusively by students in the incoming grade provided that:

1. The decision *[represents the views of a majority of]* is approved by the school community council;
2. All staff report for a full day of work; and
3. All grade levels report for a full day of instruction on the succeeding day.

Orientation programs provided under this policy shall constitute a waiver to the student hours required pursuant to section 302A-251, Hawaii Revised Statutes.

Rationale: the transition to secondary school may be difficult and may cause stress and anxiety for both parents and students. School data indicate that students in the incoming grade level experience the most difficulty in school adjustment. A one-day orientation program on the first school instructional day attended exclusively by students in the incoming grade may be beneficial to the entire school community.

Approved: 6/97; Amended: 11/98

Key

Bold and Blue: edits made by the permitted interaction group.

Italics and black: edits proposed by the Department.

Underlines: additional proposed text, beyond what was in the original policy.

POLICY
500.26

NEW STUDENT ORIENTATION

Schools may establish a one-day orientation program on the first school instructional day which is attended exclusively by students in the incoming grade provided that:

1. The decision is approved by the school community council;
2. All staff report for a full day of work; and
3. All grade levels report for a full day of instruction on the succeeding day.

Orientation programs provided under this policy shall constitute a waiver to the student hours required pursuant to section 302A-251, Hawaii Revised Statutes.

Rationale: the transition to secondary school may be difficult and cause stress and anxiety for both parents and students. School data indicate that students in the incoming grade level experience the most difficulty in school adjustment. A one-day orientation program on the first school instructional day attended exclusively by students in the incoming grade may be beneficial to the entire school community.

Approved: 6/97; Amended: 11/98