

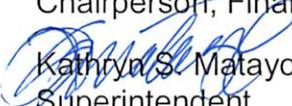


STATE OF HAWAII
DEPARTMENT OF EDUCATION
P.O. BOX 2360
HONOLULU, HAWAII 96804

OFFICE OF THE SUPERINTENDENT

February 16, 2016

TO: The Honorable Grant Chun
Chairperson, Finance and Infrastructure Committee

FROM:  Kathryn S. Matayoshi
Superintendent

SUBJECT: **Committee Action on the Board Policies: 500.1 Organization of the Department and 500.2 Plan of Organization**

1. RECOMMENDATION

The Department of Education (Department) is recommending delaying action on Board of Education policies 500.1 and 500.2 until the April 2016 meeting of the Finance and Infrastructure Committee.

2. RECOMMENDED EFFECTIVE DATE

This section is not applicable because the Department is recommending delaying action on the policy until April 2016.

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

See Section 2.0.

4. DISCUSSION

a. Conditions leading to the recommendation

The original policies establish the Department as the principal executive department in the state and require that the Department maintain a plan of organization.

The Permitted Interaction Group (PIG) revised the policy to reflect the new nomenclature for numbering policies and revised policy 500.2 to require that the Department present its plan of organization for Board approval. The PIG edits also add detail to what shall be included in the plan for organization.

The Department is requesting delay of action on these policies until the April meeting of the Finance and Infrastructure Committee. In the interim months, the Department will work collaboratively across the offices of Strategy, Innovation, and Performance; Fiscal Services; and Human Resources to consult with the Department of the Attorney General and develop comprehensive recommendations that will not impact the proper approval authority.

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

The Board has acted on both policies under the same timeline.

- May 12, 2015: both policies administratively referred to the Finance and Infrastructure Committee (FIC). No testimony was provided.
- May 13, 2015: both policies noticed for action on the May 19, 2015 agenda of FIC and the general board.
- May 19, 2015: both policies deferred for action by FIC. No testimony provided and no relevant discussion notes are present in the posted meeting minutes. The Board did not act on the policies during the general board meeting.

c. Other policies affected

No other policies are affected by the proposed revisions.

d. Arguments in support of the recommendation

Moving forward with the recommendation allows the Department additional time to consult with the Department of the Attorney General and adequately vet potential changes to the policies, in addition to the edits from the FIG. This is particularly important as the policies deal with the organization of the Department.

e. Arguments against the recommendation

Potential arguments against this recommendation could include interest in completing adoption of the new policies on a faster timeline. However, the delay of approval until April means that the policies will be considered on a similar timeline as the remaining policies in the Student Achievement Committee.

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

The Department of the Attorney General and possibly other departments that manage department organization matters.

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

Possible reactions and implications are addressed in section 4.e.

- h. Educational implications

An analysis of implications will be completed after the Department has provided a complete set of recommendations.

- i. Personnel implications

An analysis of implications will be completed after the Department has provided a complete set of recommendations.

- j. Facilities implications

An analysis of implications will be completed after the Department has provided a complete set of recommendations.

- k. Financial implications

An analysis of implications will be completed after the Department has provided a complete set of recommendations.

5. OTHER SUPPLEMENTARY RECOMMENDATIONS

No supplemental recommendations at this time.

TOC:CG:kp

- c: Office of Strategy, Innovation and Performance
Office of Fiscal Services
Office of Human Resources

POLICY 500.1

~~[ESTABLISHMENT]~~ ORGANIZATION OF THE DEPARTMENT

[POLICY]

~~[There shall be a principal executive department in the state of Hawaii, known as the department of education.]~~

The organization of the department shall be as determined by the board and approved by the governor in accordance with law.

Approved: 8/70

See: S. 296-2, HRS; Executive order No. 19, 9/20/61; Governor's Administrative Directive No. 12, 1/25/65

POLICY 500.2

PLAN OF ORGANIZATION

[POLICY]

The department shall **[maintain] present to the Board of Education for its approval** a plan of organization **outlining the structure and functions of its various offices, which shall include an organizational chart.**

Approved: 8/70