

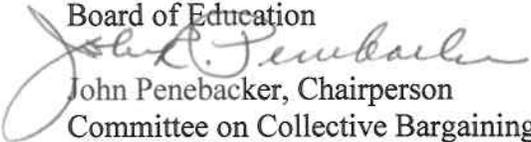


**STATE OF HAWAII
BOARD OF EDUCATION**

P. O. BOX 2360
HONOLULU, HAWAII 96804

February 17, 2011

TO: The Honorable Garrett Toguchi, Chairperson
Board of Education

FROM: 
John Penebacker, Chairperson
Committee on Collective Bargaining, BU 05

SUBJECT: Approval of Waialua High and Intermediate School's School Community Council (SCC) Exception Regarding its Assessment Schedule

1. **RECOMMENDATION**

That the Board of Education (BOE) approve Waialua High and Intermediate School's SCC Exception Request allowing the school to implement a modified school schedule to accommodate testing for the 2011-2012 school year.

Note: BOE approval of exceptions to the BU 05 Collective Bargaining agreement must include all stipulations agreed upon by its two (2) committee members to the SCC Exception Review Committee. The status quo shall remain should the BOE not agree with its committee members' recommendation(s).

2. **RECOMMENDED EFFECTIVE DATE**

Upon approval by the BOE.

3. **RECOMMENDED COMPLIANCE DATE**

Not applicable.

4. **DISCUSSION**

a. Conditions leading to the recommendation

Section 302A-1124 to 1127, Hawaii Revised Statutes (HRS), authorizes schools to request waivers from existing state agency rules, policies, regulations, and procedures as well as exceptions to collective bargaining agreements as negotiated in accordance with current collective bargaining agreements and the provisions of Chapter 89, HRS.

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

Similar SCC exceptions were approved for Leilehua High, Pearl City and Waiakea High Schools.

c. Other policies affected

Article VI, Teaching Conditions and Hours; Section R, Evaluation of Students/Grading Preparation.

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

Article XII, Academic Freedom.

Board Policy 1710-3, School Calendar Policy.

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

d. Arguments in support of the recommendation

The assessment schedule requested by Waialua High and Intermediate School for 2011-2012 school year will allow the school to:

- Designate the last week of each quarter and/or semester as an assessment week.
- Designate one day for review of content/instruction for high school students grades 9-12 and designate the following days for specific content assessments, presentations and make-up opportunities for students.
- Designate one full day and three early dismissal days for parent- teacher-student conferencing for middle school students, and one day for make-up testing/work if needed.

e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BU 05 Committee on SCC Exception Review agreed to this exception on February 3, 2011.

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.

JP:JZ:lt

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

New Request

Renewal

**SCHOOL COMMUNITY COUNCIL
WAIVER/EXCEPTION REQUEST FORM**

(Please use one form for each request)

SCHOOL: Waialua High and Intermediate School
DISTRICT: North Central

DATE: 11/18/2010
COMPLEX: Waialua

Achieved AYP: Yes No

School Status:

School Proficiency Levels:

In Good Standing, Unconditional

In Good Standing, Pending

Needs improvement Yr. 1

Needs improvement Yr. 2

Corrective Action

Planning for Restructuring

Restructuring

Reading Gr 8 and 10; 78 %

Math Gr 8 and 10; 53%

*****Attach Trend Report.**

- A. List the specific policy, regulation, rule, procedure or the specific article within the collective bargaining agreement from which the school is seeking relief.

School Calendar Policy #1710-3 and an exception from
Collective Bargaining Agreement, Article VI

- B. Describe 1) the desired change, and 2) what the school hopes to accomplish as it relates to improving student learning and increasing student achievement. Include specific quantitative, qualitative and longitudinal data to support the need for the request.

The last week of each quarter and/or semester will be designated as assessment week.

1) For high school students, grades 9-12, one day will be designated all periods for review of content/instruction. The following days will be designated for specific content assessments, presentations, and make up. High School students would report for assessments and presentations only.

Middle School students would report to school a full day on the first day, with at least three early dismissals for parent teacher student conferencing and one day for students who require make up testing/work if needed with a full day of parent conferences.

- 2) 80% of students pass final assessment with 80% or better. Conferencing will inform parents of progress, 100% of students participating in the conference will be able to explain their progress to their parents, show evidence of their work, and set goals for the following quarter.

C. If a renewal, describe and evaluate the outcomes of the requested change. Explain what was achieved and the impact on student learning. (Include specific quantitative and/or qualitative data.)

D. Please provide additional information (**data and narrative**) for the following type of request applicable:

D1.) Parent-Teacher Conferences:

For a waiver from the DOE Regulation 4510.3 Released Time for Conferences to Report Student Progress, the Superintendent requires that a parent satisfaction survey be conducted and the survey results submitted.

Number of surveys distributed	170
Number of surveys returned	78
Number of parents in favor	73
Number of parents not in favor	5
Number of parents undecided	0

Summary:

Parent teacher student conferences will be held during high school assessment week. School will send out a survey each quarter regarding parent perception and satisfaction of conferences.

D2.) School Attendance Procedures:

For a waiver from the DOE School Attendance Procedures, Revised August 2001, a comparison of attendance data over a three (3) year period of time is required. Explain the increase or decrease in attendance rates. Provide provisions for allowing students to make-up missed work.

School Year	% of average daily attendance

Rationale:

D3.) Reporting of Quarterly Grades:

For an exception from the collective bargaining contract for teachers for Reporting Quarterly Grades for Schools, an explanation of the interventions provided and the impact on student learning is required.

Number of students failing	
Number of students who received tutorial assistance/interventions	
Number of students whose grades improved after receiving tutorial assistance/interventions	

Explanation:

D4.) Modified Assessment Schedule:

For an exception from, an explanation of the interventions provided and the impact on student learning is required. Describe tutorial opportunities provided for students during the assessment week.

Number of students failing	148 (8 middle school 140 9-12)
Number of students who received tutorial assistance/interventions	86 receiving ELO 148 receiving intervention 32 receiving tutorial during opportunities period or during non instructional hours.
Number of students whose grades improved after receiving tutorial assistance/interventions	Data not available, second quarter grades not distributed

Explanation:

Tutorial and ELO schedule attached. School continues to contact students who qualify for SES tutorial services for forms and follow up including student attendance. Modified assessment schedule will provide the opportunity for students to focus on specific content areas, seek tutorial during assessment week, and be able to complete any make up work or missed exams. Tutorials and ELO schedule attached.
(see middle school parent teacher conferencing)

E. All Other Requests:

Provide information and explanation as indicated in Sections A, B, and C, and other additional information applicable.

F. Provide a chronology and summary of discussions and activities that document an inclusive, collaborative and consensus-building decision-making process.

Date	Type of Meeting	Summary of Outcome
11/10/2010	Faculty	discussion
11/17/2010	Faculty	Faculty voted in favor of Early reporting of student progress/grades
12/3/2010	Student PTP	Students agree to keep grade reporting status quo
11/18/2010	SCC Meeting	SCC council agrees to waiver/exception

Bargaining Unit 5 Exception Process

When exceptions to the Agreement are being requested, Bargaining Unit 5 members shall use a consensus decision-making process. A consensus has been reached when all bargaining members in the school agree that their points of view have been heard and understood and that they can live with the decision.

1. This process requires all active bargaining unit members at the school be provided the opportunity to vote by secret ballot. The Association Policy Committee at the school shall be responsible for contacting Bargaining Unit 5 members on paid and unpaid leave with return rights to the school.
2. Bargaining Unit 5 members shall be provided five (5) working days to cast their ballot.
3. In order for the vote to be valid, 66-2/3% of all of the ballots cast must be affirmative.
4. Blank ballots cast shall be counted as negative votes.
5. Bargaining Unit 5 members shall then report the results to the SCC.

All contract exceptions are binding on all bargaining unit members at the school.

Note: Excerpted from HSTA Contract - Appendix III, Memorandum of Understanding between State of Hawaii Board of Education and Hawaii State Teachers Association (Exceptions to the Agreement)

HSTA PROCESS CHECK LIST

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

Name: _____ Sandy Domion _____ Phone: 637-8200 ext 236

E-mail: _____ sandy_domion@notes.k12.hi.us _____

Position on APC: APC Faculty Rep. Grievance Rep.

School: _____

Step	Action Needed by APC Please describe the contract exception: Modified assessment week schedule Discussion of modified assessment week schedule: For high school students, grades 9-12, one day will be designated all periods for review of content/instruction. The following days will be designated for specific content assessments, presentations, and make up. High School students would report for assessments and presentations only. Middle School students would report to school a full day on the first day, with at least three early dismissals for parent teacher student conferencing and one day for students who require make up testing/work if needed with a full day of parent conferences. Schedule for early release will include lunch period to provide meal service to students (See attached contract)	Completed	
		Yes	No
1	<ul style="list-style-type: none"> ✓ A meeting with the faculty should be called by the APC to discuss exception, and achieve consensus. ✓ At least 48 hours notice should be given to faculty. ✓ The discussion should be open and collaborative, and reserved for Bargaining Unit 5 members only, to avoid appearance of undue influence. <p style="text-align: center;">Date of mtg. _____ Nov. 17, 2010 _____</p>	x	
2	✓ If consensus reached, please check "YES" box and stop here.		xx
3	<ul style="list-style-type: none"> ✓ If no consensus has been reached, prepare a secret ballot for each exception requested. ✓ Make sure the ballot question is clearly worded. 	x	
4	<ul style="list-style-type: none"> ✓ Make the ballots available to all faculty members. ✓ Contact all BU 05 members on paid or unpaid leave informing them of the vote. 		
5	✓ Notify the faculty of the voting deadline and provide for five (5) working days to cast their votes.	x	
6	✓ Have a roster to check off names for ballots. This helps to ensure	x	

	all Bargaining Unit 5 members had opportunity to vote.		
7	<ul style="list-style-type: none"> ✓ Count the votes after all ballots are in (including any ballots from teachers that are absent). ✓ Keep the ballot box in secure place until ready to count. ✓ Make sure you have a witness for the counting. ✓ Report the vote tallies to your UniServ Director. <p>Vote Tally: Yes ___37___ No ___1___ Blank ___2_</p> <p style="padding-left: 40px;">Total votes cast ___40___</p> <p>Percentage of votes in Affirmative: _____92_____%</p>	x	

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Waialua High & Intermediate**Trend Report:
Educational and Fiscal Accountability****School Report for School Year 2009-2010**

A Guide to Understanding Trend Reports explains the educational and fiscal measures and lists schools in each of the 42 complexes for school year 2009-10. The guide is available on-line at <http://arch.k12.hi.us>.

Background

Student Enrollment	Total	SPED		ELL		Free & Reduced-Cost Lunch Program		Kindergartners Who Attended Preschool
		#	%	#	%	#	%	
School Year	#	#	%	#	%	#	%	%
2007-2008	649	111	17.1%	48	7.4%	288	44.4%	na
2008-2009	615	90	14.6%	49	8.0%	296	48.1%	na
2009-2010	609	83	13.6%	45	7.4%	288	47.3%	na

Teachers	Total	Licensed	Years Experience	5+ Years at This School	Classes Taught by Teachers Meeting NCLB Requirements	Advanced Degree	Early Childhood Endorsement (Gr. K teachers)
School Year	#	%	Average	%	%	%	#
2007-2008	48	91.7%	13.5	60%	63%	43.8%	na
2008-2009	49	95.9%	14.6	63%	64%	40.8%	na
2009-2010	45	93.3%	14.3	67%	69%	40.0%	na

Academic Achievement

Hawaii State Assessment Standards-Based	Reading % Proficient by Grade Level								Math % Proficient by Grade Level							
	3	4	5	6	7	8	10	3	4	5	6	7	8	10		
School Year																
2007-2008	na	na	na	na	74.4	65.9	66.3	na	na	na	na	52.3	39.8	34.7		
2008-2009	na	na	na	na	72.8	72.8	83.5	na	na	na	na	57.3	39.1	27.9		
2009-2010	na	na	na	na	66.7	79.6	74.6	na	na	na	na	51.9	59.1	47.6		

Hawaii State Assessment Standards-Based	Science % Proficient by Grade Level					
	4	5	6	7	10	11
School Year						
2007-2008	na	na	--	28.2	--	30.1
2008-2009	na	na	--	36.7	--	18.6
2009-2010	na	na	--	--	23.8	--

TerraNova Assessment National sample scoring at Average & above = 77	Grade Level	Reading % Average & Above								Math % Average & Above							
		3	4	5	6	7	8	10	3	4	5	6	7	8	10		
School Year																	
2007-2008		na	na	na	na	77.6	86.1	77.7	na	na	na	na	82.4	81.0	78.5		
2008-2009		na	na	na	na	72.8	85.7	78.2	na	na	na	na	80.6	78.0	77.7		
2009-2010		na	na	na	na	67.1	82.8	77.6	na	na	na	na	73.4	79.6	75.2		

*Results suppressed to protect student identity, in accordance with the Family Educational Rights and Privacy Act (FERPA)

Academic Achievement (continued)

School Year	Proportion Ready for Kindergarten	Retention Rate %			Drop out Rate % (4-year rate)	Graduate On-Time %	Others %
		Elementary	Middle	Grade 9			
2007-2008	na	na	na	10.5%	12.1%	85.9%	2.0%
2008-2009	na	na	na	9.2%	10.1%	88.8%	1.1%
2009-2010	na	na	na	4.5%	4.6%	90.8%	4.6%

Safety and Well-Being

Students	Average Daily Attendance %		Offenses b Type of Incident (number of citations per 1,000 students)						
			Violence		Property		Illicit Substances		
			Elementary	Secondary	Elementary	Secondary	Elementary	Secondary	Elementary
School Year	Elementary	Secondary	Elementary	Secondary	Elementary	Secondary	Elementary	Secondary	
2007-2008	na	92.5%	na	11	na	5	na	0	
2008-2009	na	92.7%	na	36	na	3	na	5	
2009-2010	na	93.6%	na	21	na	5	na	3	

School	Facilities Inspection	Persistently Dangerous Schools (NCLB)	Workers' Compensation Claims		Student and Teacher Perceptions on School Quality Survey		Transition from home/preschool to Kindergarten
			Total # of claims	% of claims resulting in loss-time	Positive Responses		
					% of student	% of teacher	
School Year	Passed?	Yes/No					School mean (range 1-3)
2007-2008	Yes	No	4	0.0%	54.1%	88.3%	na
2008-2009	Yes	No	2	0.0%	51.2%	83.3%	na
2009-2010	Yes	No	1	100.0%	42.2%	75.4%	na

Civic Responsibility

School Year	Young Voter Registration	Kids Voting Hawaii		Students Who Are Not Suspended	Service to School/Community	Volunteer Hours
	# of students participating	# of students participating	% of students participating	% of Enrollment	# of projects	# of PCNC volunteer hours per 100 students
2007-2008	26	--	--	98.6%	40	2
2008-2009	--	571	92.8%	95.1%	42	--
2009-2010	6	--	--	94.4%	49	--

Fiscal Accountability

School Year	State General Funds				Significant Budget Changes*
	School Salaried Payroll	Allocation Excluding School Salaried Payroll	Expended	Carryover	
2007-2008	\$4,814,827	\$668,539	\$637,426	\$31,113	none
2008-2009	\$4,878,610	\$584,112	\$585,953	(\$1,841)	none
2009-2010	\$4,301,430	\$566,571	\$572,267	(\$5,696)	none

*Explanation of Significant Budget Changes