

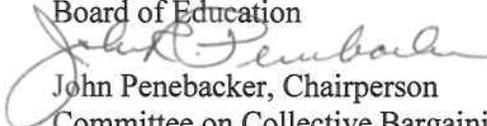


**STATE OF HAWAII
BOARD OF EDUCATION**

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 Aliamanu School's School Community Council (SCC)
Exception Regarding its Modified Bell Schedule

1. **RECOMMENDATION**

That the Board of Education (BOE) approves Aliamanu School's SCC Exception Request allowing the school to modify their bell schedule and teacher preparation periods 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 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

None.

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 4160, Students' School Day Policy.

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

d. Arguments in support of the recommendation

The change in bell schedule requested by Aliamanu School for 2011-2012 school year will allow the school to:

- Allocate 90 minutes every Wednesday for teachers to engage in grade level collaboration/articulation by decreasing the afternoon recess period from 15 minutes to 10 minutes on Monday, Tuesday, Thursday and Friday, eliminating the afternoon recess period on Wednesday, ending the Wednesday school day at 12:25 p.m., and foregoing the teachers Wednesday preparation period.

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

release. The early release should not conflict with a previously scheduled use of the preparation period under this section. Early release days may be consecutive but must be taken within the semester. The Association and the Employer shall meet at the end of each semester to monitor this provision. This provision shall also apply to the certificated support personnel."

- 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.

Aliamanu Elementary is requesting a waiver to maintain the current Modified Bell Schedule that allows for the allocation of 90 minutes every Wednesday for teachers to engage in grade level Collaboration/Articulation. Based on information on hand, this bell schedule was modified from the original bell schedule during the 2001-2002 school year. This information indicates that the changes made to modify the original bell schedule included:

- decreasing the afternoon recess period from 15 minutes to 10 minutes on Monday, Tuesday, Thursday and Friday.*
- eliminating the afternoon recess period on Wednesday.*
- ending the Wednesday school day at 12:25pm.*

This is notated on the attached bell schedule. There were no changes to the start times for all five days and the end times on the other four days of the week. There is no change indicated for the change in instructional minutes.

At that time and in the ensuing years, the teachers agreed to forego the Wednesday prep period in order to designate the aforementioned 90-minute block for grade level Collaboration/Articulation. This provides a regular and ongoing opportunity for teachers to participate in professional development activities where they are able to collaborate on standards-based curriculum and assessment. These weekly Articulation periods facilitates the teachers' ability to provide rigorous and relevant instruction in the classroom. This in turn promotes student learning and achievement at all grade levels. Some of the activities that the teachers engage in include, but are not limited to:

- standards and benchmarks*
- curriculum mapping*
- pacing guides*
- aligning curriculum and material*
- best practices*
- assessment*
- differentiation*
- data organization and analysis*
- technology*
- general learner outcomes*
- response to intervention*

The success of the weekly articulation periods is evidenced by the fact that Aliamanu Elementary has continuously met AYP on the Hawaii State Assessment since its onset. It is our expectation that maintaining the weekly opportunity for teachers to engage in collegial dialogue and discussion will continue have a positive impact on student learning and achievement.

School Year	AES Reading - %	AES Math - %
2002-2003	54	27
2003-2004	59	34
2004-2005	61	29
2005-2006	61	35
2006-2007	71	58
2007-2008	71	60
2008-2009	73	57
2009-2010	73	64

- 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	
Number of surveys returned	
Number of parents in favor	
Number of parents not in favor	
Number of parents undecided	

Summary:

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 the collective bargaining contract for teachers for a Modified Assessment Schedule, 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	
Number of students who received tutorial assistance/interventions	
Number of students whose grades improved after receiving tutorial assistance/interventions	

Explanation:

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
10/20/10	Faculty meeting to discuss an Articulation Waiver.	Teachers were given time to discuss Articulation Waiver. Faculty understood the Articulation waiver and what it would mean for the teachers. Faculty voted to begin the voting process.
11/19/10	SCC meeting	SCC was presented with the Articulation Waiver. Discussed waiver with SCC. SCC voted to agree with the articulation waiver. All SCC members signed the SCC waiver form.

G. 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

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 *Calvin Kaneohe* Date 11/19/2010

Community Representative(s) *Joseph* Date 11/19/2010

Parent Representative(s) *Cindy Ogata* Date 11/19/2010

Student Representative(s) *Katelyn Lloyd* Date 11.19.2010

Noncertificated Staff Representative(s) *Lorlan Keyes* Date 11-19-2010

Teacher Representative(s) *Shelley* Date 11.19.2010

Karlyn Keirohi Date 11-19-2010

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

CAS Signature: *Teri Ushijima* Date 12/14/10

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.

ALIAMANU ELEMENTARY SCHOOL BELL SCHEDULE 2010-2011

M, T, TR, F

Wednesday

7:45 AM..... **Teacher Sign-In**7:45 AM

7:55 AM..... **Instruction Begins**7:55 AM

9:45 – 10:00 AM..... **Recess**9:45 – 10:00 AM

10:35 – 11:05 AM..... **PK/K/1 Lunch**10:35 – 11:05AM

11:10 – 11:40 AM..... **2/3 Lunch**11:10 – 11:40 AM

11:45 AM -12:15 PM.... **4/5/6 Lunch** ...11:45 AM – 12:15 PM

12:15 – 12:25 PM..... **Recess**

**The original recess time was
12:15 – 12:30 PM**

**The original recess time was
12:15 – 12:30 PM**

2:05 PM..... **Students' Dismissal**12:25 PM

**The original end time was 1:15
PM**

2:50 PM..... **Teachers' Dismissal**2:50 PM

Valarie
Kamemoto/ALIAMANU/HIDO
E

01/06/2011 03:55 PM

To Jill Zodrow/CIB/HIDOE@HIDOE

cc

bcc

Subject Fw: Aliamanu Elementary HSTA Waiver Process Checklist

Hi Jill,

Per your email dated 12/22/10 stating:

"Thank you for submitting your Waiver/Exception Request. Your request cannot be processed at this time due to the following:

- Incomplete HSTA Process Check Requirement (need copy of the email sent to HSTA documenting the completion of the Process Check Requirement)"

the copy of the email is below.

Please let me know if there is anything more that we need to do to complete the process. We appreciate your assistance with this.

Thank you,
Val

----- Forwarded by Valarie Kamemoto/ALIAMANU/HIDOE on 01/06/2011 03:51 PM -----

Clayton
Matsuoka/ALIAMANU/HIDOE

01/06/2011 03:10 PM

To dforrest@hsta.org, rcamacho@hsta.org

cc

Subject Aliamanu Elementary HSTA Waiver Process Checklist

Waiver for change to articulation schedule.

Meeting was first held on 10/20/10. Meeting was with only Bargaining Unit 5 members present.

Concensus was not reached.

A secret ballot was prepared for the faculty.

All faculty members were given five working days to return their ballot. All faculty members on leave were contacted and informed about the ballot voting.

A roster was kept to check off names for ballots.

There were a total of 57 ballots for our vote. Ballots were secured for the 5 days. There were 5 people present at the time of the ballot count.

52 votes returned as YES.

4 votes returned as NO.

1 vote was blank.

Total percentage in affirmative 91%

203

Aliamanu Elementary**Trend Report:
Educational and Fiscal Accountability****School Report for School Year 2008-2009**

A *Guide to Understanding Trend Reports* explains the educational and fiscal measures and lists schools in each of the 42 complexes for school year 2008-09. 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	#	#	%	#	%	#	%	%
2006-2007	706	46	6.5%	75	10.6%	189	26.8%	52.9%
2007-2008	723	46	6.4%	82	11.3%	229	31.7%	51.3%
2008-2009	841	62	7.4%	95	11.3%	275	32.7%	45.3%

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	%	%	%	#
2006-2007	42	95.2%	12.9	55%	90%	11.9%	2
2007-2008	45	88.9%	12.9	53%	98%	15.6%	1
2008-2009	49	93.9%	11.1	51%	92%	14.3%	1

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																
2006-2007	64.6	67.1	60.0	79.3	na	na	na	45.5	64.7	43.2	66.3	na	na	na		
2007-2008	73.1	66.4	65.4	65.9	na	na	na	57.3	56.1	49.0	61.5	na	na	na		
2008-2009	69.2	71.8	67.2	82.6	na	na	na	47.9	58.9	45.1	68.8	na	na	na		

Hawaii State Assessment Standards-Based	Writing Average (range 0 to 4)				Science % Proficient by Grade Level		
	4	6	9	11	5	7	11
School Year							
2006-2007	--	--	na	na	--	na	na
2007-2008	2.4	2.5	na	na	53.5	na	na
2008-2009	2.3	2.4	na	na	38.7	na	na

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																	
2006-2007		81.6	87.1	83.8	90.2	na	na	na	75.5	83.5	76.3	81.5	na	na	na		
2007-2008		83.3	85.0	82.7	84.6	na	na	na	86.3	82.2	83.7	84.6	na	na	na		
2008-2009		79.5	87.1	77.0	86.2	na	na	na	79.5	83.9	85.2	88.1	na	na	na		

*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 %			Dropout Rate % (4-year rate)	Graduate On-Time %	Others %
		Elementary	Middle	Grade 9			
2006-2007	About 1/2	1%	na	na	na	na	na
2007-2008	About 1/2	1%	na	na	na	na	na
2008-2009	About 1/2	1%	na	na	na	na	na

Safety and Well-Being

Students	Average Daily Attendance %		Offenses by Type of Incident (number of citations per 1,000 students)					
			Violence		Property		Illicit Substances	
			Elementary	Secondary	Elementary	Secondary	Elementary	Secondary
School Year	Elementary	Secondary	Elementary	Secondary	Elementary	Secondary	Elementary	Secondary
2006-2007	95.4%	na	6	na	4	na	1	na
2007-2008	95.3%	na	4	na	0	na	0	na
2008-2009	95.9%	na	5	na	2	na	2	na

School	Facilities Inspection	Persistently Dangerous Schools (NCLB)	Workers' Compensation Claims		Student and Teacher Perceptions on School Quality Survey		Transition from home/preschool to Kindergarten
School Year	Passed?	Yes/No	Total # of claims	% of claims resulting in loss-time	Positive Responses		School mean (range 1-3)
					% of student	% of teacher	
2006-2007	Yes	No	5	0.0%	71.3%	78.9%	3.0
2007-2008	Yes	No	5	20.0%	68.1%	77.5%	1.6
2008-2009	Yes	No	2	0.0%	61.1%	74.8%	2.3

Civic Responsibility

	Young Voter Registration	Kids Voting Hawaii		Students Who Are Not Suspended	Service to School/Community	Volunteer Hours
School Year	# of students participating	# of students participating	% of students participating	% of Enrollment	# of projects	# of PCNC volunteer hours per 100 students
2006-2007	na	322	45.6%	98.3%	0	30
2007-2008	na	--	--	97.8%	--	437
2008-2009	na	620	73.7%	97.0%	--	1,558

Fiscal Accountability

School Year	State General Funds				Significant Budget Changes*
	School Salaried Payroll	Allocation Excluding School Salaried Payroll	Expended	Carryover	
2006-2007	\$3,300,397	\$506,570	\$372,662	\$133,908	none
2007-2008	\$3,614,140	\$538,280	\$506,775	\$31,505	none
2008-2009	\$4,056,970	\$778,753	\$718,397	\$60,356	none

*Explanation of Significant Budget Changes

New Request

Renewal

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

(Please use one form for each request)

SCHOOL: Aliamanu Elementary DATE: January 27, 2011

DISTRICT: Central COMPLEX: Radford

Achieved AYP: Yes No

School Status:

School Proficiency Levels:

Reading Gr 3 77 % Gr 4 72 %

Gr. 5 78 % Gr 6 69 %

Math Gr 3 65 % Gr 4 61 %

Gr. 5 65 % Gr 6 62 %

In Good Standing, Unconditional

In Good Standing, Pending

Needs improvement Yr. 1

Needs improvement Yr. 2

Corrective Action

Planning for Restructuring

Restructuring

*****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.

Article VI. Teaching Conditions and Hours, Section X. Preparation Periods

"1. Classroom teachers shall have one (1) daily preparation period scheduled by the Employer during the teacher's regular work day. A preparation period shall consist of a continuous block of time of not less than forty (40) minutes. However, in cases where the scheduled single preparation period exceeds forty (40) minutes, the excess minutes shall be considered preparation time. Preparation periods, if scheduled at the end of the day, may be more than forty (40) minutes if scheduling allows.

2. A preparation period shall be for the pursuit of personally initiated school tasks in the preparing for instruction, evaluating students and performing other instructionally related activities. A preparation period shall not be used for personal or Association business or activities.

Up to twelve (12) teacher's preparation periods may be used per semester at the discretion of the Employer to provide inservice training, school program planning and assessment or to attend principal-teacher conferences. The Employer shall provide reasonable advanced notice. The Employer shall early release teachers for a full preparation period for each whole or partial preparation period utilized under this section. The teacher shall notify the principal of the day(s) he has selected for early