



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

OFFICE OF THE SUPERINTENDENT

March 4, 2021

TO: The Honorable Catherine Payne  
Chairperson, Board of Education

FROM: Dr. Christina M. Kishimoto  
Superintendent

A handwritten signature in blue ink, appearing to read "Christina M. Kishimoto".

SUBJECT: **Board Action on Composition on Committee on Weights XII**

1. EXECUTIVE SUMMARY

During the summer of 2021, the Hawaii State Department of Education (Department) will convene the Committee on Weights (COW) XII to review the Weighted Student Formula (WSF) for School Year (SY) 2022-2023 and beyond.

The members' composition, consistent with State law, must be approved by the Hawaii State Board of Education (Board).

The task for the members of the COW will be to develop/recommend/review and refine the WSF to submit to the Board for consideration in the fall of this year.

2. RECOMMENDATION

The Department respectfully requests the approval of this proposed composition of the COW XII as required by Hawaii Revised Statutes (HRS) §302A-1303.5 Committee on weights (Attachment A).

The proposed composition of the COW XII includes school, complex area, and community representatives who have served on a School Community Council (Attachment B). The composition will ensure broad statewide representation and voice from the range of school types (elementary, middle, high, and combination) and communities.

3. RECOMMENDED EFFECTIVE DATE

Upon Board approval.

4. RECOMMENDED COMPLIANCE DATE

Upon Board approval.

5. DISCUSSION

a. Conditions leading to the recommendation:

During the 2004 Legislative Session, the COW was established with the passage of Act 51 and Act 221. HRS §302A-1303.5 states,

*“The composition of the committee on weights shall be determined by the board of education based on recommendations from the superintendent of education and dean of the University of Hawaii at Manoa college of education and include principals, teachers, and other members with the appropriate professional skills, experiences, and qualifications needed to facilitate the work of the committee.”*

The members' composition has been and must be approved by the Board.

From 2005 to 2011, statute required the annual convening of the COW. Act 93, Session Laws of Hawaii 2011, changed the requirement for the convening of the COW to “not less than once every odd-numbered year.” Beginning 2013, the COW has been convened every other year.

The COW will be convened during Summer 2021. It is anticipated that the COW XII will hold approximately 5-6 meetings over the summer. Expenses will be covered from the Office of Fiscal Services-Budget Branch for both Fiscal Year (FY) 2020-2021 and FY 2021-2022.

b. Previous action of the Board and Committee(s) on same or similar matter:

Previous Board and Finance and Infrastructure Committee (FIC) actions related to the composition of the COW may be viewed at the following sites:

FIC Committee Action on Composition of Committee on Weights XI, February 21, 2019.  
[https://boe.hawaii.gov/Meetings/Notices/Meeting%20Material%20Library/FIC\\_02212019\\_Committee%20Action%20on%20Composition%20of%20Committee%20on%20Weights%20XI.pdf](https://boe.hawaii.gov/Meetings/Notices/Meeting%20Material%20Library/FIC_02212019_Committee%20Action%20on%20Composition%20of%20Committee%20on%20Weights%20XI.pdf)

FIC Committee Action on Composition of Committee on Weights X, January 10, 2017.  
[https://boe.hawaii.gov/Meetings/Notices/Meeting%20Material%20Library/FIC\\_20170110\\_FIC\\_Committee%20Action%20on%20Composition%20of%20Committee%20on%20Weights%20X.pdf](https://boe.hawaii.gov/Meetings/Notices/Meeting%20Material%20Library/FIC_20170110_FIC_Committee%20Action%20on%20Composition%20of%20Committee%20on%20Weights%20X.pdf)

FIC Committee Action on Composition of Committee on Weights IX, February 17, 2015.  
[https://boe.hawaii.gov/Meetings/Notices/Documents/02-17-2015%20FIC/FIC\\_Agenda%20VA\\_02172015\\_Discussion-Action%20on%20COW%20timeline%20and%20composition%20of%20COW%20IX.pdf](https://boe.hawaii.gov/Meetings/Notices/Documents/02-17-2015%20FIC/FIC_Agenda%20VA_02172015_Discussion-Action%20on%20COW%20timeline%20and%20composition%20of%20COW%20IX.pdf)

Previous COW reports, Board actions on these reports, and general information on the WSF may be viewed at:

<https://www.hawaiipublicschools.org/VisionForSuccess/SchoolDataAndReports/StateReports/Pages/Weighted-Student-Formula.aspx>

c. Other policies affected:

The COW is responsible for developing the WSF. Statute §302A-1303.6 in relation to the WSF states, that the Board may adopt a weighted student formula for the allocation of funds to public schools and that the Department shall use the Board-approved formula to allocate the funds to schools (Attachment A).

The COW, as a statutorily established committee, is subject to the requirements of the Public Agency Meeting and Records (also known as the Sunshine Law) requirements. These requirements include timely posting of agendas, open meetings, recording of minutes, and taking public testimony.

[https://www.capitol.hawaii.gov/hrscurrent/Vol02\\_Ch0046-0115/HRS0092/HRS\\_0092-.htm](https://www.capitol.hawaii.gov/hrscurrent/Vol02_Ch0046-0115/HRS0092/HRS_0092-.htm)

d. Arguments in support of the recommendation:

The COW XII must be convened to fulfill the requirements of providing a recommendation for WSF to the Board for their consideration.

Approving the composition will allow the COW XII to complete the task over the summer so any recommended amendments can be incorporated into the SY 2022-2023 formula, which will need to be approved by the Board no later than September 2021.

The proposed COW XII composition broadly represents the unique and diverse characteristics of schools, such as small, rural, neighbor island, and combination schools. It aims to give voice to concerns regarding the challenges of providing students with a well-rounded curriculum, with the funding that schools currently receive

The proposed COW XII committee size and composition of 21 members would strike a balance between having diverse viewpoints with the logistical need to coordinate schedules.

e. Arguments against the recommendation:

None.

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

None.

CMK:kk  
Attachments

c: Office of Fiscal Services  
Budget Branch

**Statutory Authority for:**

**Committee on Weights and  
Weighted Student Formula**

**§302A-1303.5 Committee on weights.**

- (a) There is established within the department of education the committee on weights to develop a weighted student formula pursuant to section 302A-1303.6. The committee may:
- (1) Create a list of student characteristics that will be weighted;
  - (2) Create a system of weights based upon the student characteristics that may be applied to determine the relative cost of educating any student;
  - (3) Determine specific student weights, including their unit value;
  - (4) Determine which moneys shall be included in the amount of funds to be allocated through the weighted student formula;
  - (5) Recommend a weighted student formula to the board of education;
  - (6) Perform any other function that may facilitate the implementation of the weighted student formula; and
  - (7) Meet not less than once every odd-numbered year, to review the weighted student formula and, if the committee deems it necessary, recommend a new weighted student formula for adoption by the board of education.
- (b) The composition of the committee on weights shall be determined by the board of education based on recommendations from the superintendent of education and dean of the University of Hawaii at Manoa college of education and include principals, teachers, and other members with the appropriate professional skills, experiences, and qualifications needed to facilitate the work of the committee. The superintendent or the superintendent's designee shall chair the committee on weights.
- (c) The committee on weights may form advisory subcommittees to obtain input from key stakeholders as determined necessary by the committee.
- (d) The members of the committee on weights shall serve at the pleasure of the board of education and shall not be subject to section 26-34. Members of the committee on weights shall serve without compensation but shall be reimbursed for expenses, including travel expenses, necessary for the performance of their duties. [L 2004, c 51, §3; am L 2011, c 93, §2; am L 2012, c 133, §23]

**§302A-1303.6 Weighted student formula.** Based upon recommendations from the committee on weights, the board of education may adopt a weighted student formula for the allocation of moneys to public schools that takes into account the educational needs of each student. The department, upon the receipt of appropriated moneys, shall use the weighted student formula to allocate funds to public schools. Principals shall expend moneys provided to the principals' schools. This section shall only apply to charter schools for fiscal years in which the charter schools elect pursuant to section 302D-29 to receive allocations according to the procedures and methodology used to calculate the weighted student formula allocation. [L 2004, c 51, §4 and am c 221, §7; am L 2006, c 298, §13; am L 2011, c 93, §3; am L 2012, c 130, §12 and c 133, §24]

## Committee on Weights XII

Role Group	
1	Superintendent (or Designee)
2	Complex Area Superintendent
3	Teacher
4	Teacher - Special Education
5	School Administrative Services Assistant (HSOSA)
6	Oahu Complex Area Business Manager
7	Neighbor Island Complex Area Business Manager
8	Community Member
9	Community Member
10	Registrar
11	Oahu Elementary School Principal
12	Oahu Middle School Principal
13	Oahu High School Principal
14	Oahu Combo School Principal
15	Oahu Low Enrollment School Principal
16	Neighbor Island Elementary School Principal
17	Neighbor Island Middle School Principal
18	Neighbor Island High School Principal
19	Neighbor Island Combo School Principal
20	Neighbor Island Low Enrollment School Principal
21	Rural / Isolated School

Note: Committee members may represent more than one role group.