

JOSH GREEN, M.D.  
GOVERNOR



CATHY K. IKEDA  
CHAIRPERSON

STATE OF HAWAII  
**STATE PUBLIC CHARTER SCHOOL COMMISSION**  
**(‘AHA KULA HO‘ĀMANA)**  
1164 Bishop Street, Suite 1100, Honolulu, Hawaii 96813  
Tel: (808) 586-3775

---

DATE OF SUBMITTAL: April 13, 2023

DATE OF MEETING: April 20, 2023

TO: Bruce Voss, Chairperson, At Large  
Board of Education

FROM: Cathy K. Ikeda, Chairperson  
State Public Charter School Commission

SUBJECT: Board Action on charter school requests for waivers from Board Policy 102-15, High School Graduation Requirements and Commencement for the term of each school’s respective charter contract, for: University Laboratory School

---

I. DESCRIPTION

State Public Charter School Commission (“Commission”) recommendation to the Board of Education (BOE) for a waiver from the high school graduation requirements set forth in BOE Policy 102-15, High School Graduation and Commencement for the term of University Laboratory School’s Charter Contract.

II. POLICY CONTEXT AND AUTHORITY

On January 11, 2023, the Commission approved Charter Contract 4.0 for University Laboratory School, effective July 1, 2023 through June 30, 2028. Charter Contract 4.0, Section 19.7 Board of Education Authority, “Pursuant to its duties under Article X, Section 3, of the Hawai‘i State Constitution, the BOE has the power to formulate statewide educational policy. The School shall only be subject to BOE policies expressly identified by the BOE as applying to charter schools. Should conflicts between an applicable BOE policy and a provision in this Charter Contract occur, the BOE policy shall control.” BOE Policy 102-15 is attached as **Exhibit 1**.

A memo from the BOE dated May 13, 2019, *Process for charter schools to request waivers from Board of Education Policy 102-15, entitled “High School Graduation Requirements and Commencement,”* details the waiver request process for charter schools and the waiver

application requirements. This memo is attached as **Exhibit 2**.

### III. BACKGROUND

At the July 16, 2013 BOE general business meeting, the BOE approved the University Laboratory School waiver request to Board Policy 4540, High School Graduation Requirements and Commencement Policy. Board Policy 4540 was a predecessor policy to the current BOE Policy 102-15, High School Graduation and Commencement. This waiver was effective beginning with the 2013-2014 school year.

At the BOE's May 3, 2018 general business meeting, the BOE granted University Laboratory School an extension to the waiver of Board Policy 102-15, to apply retroactively, for the graduating classes of 2014 through 2022.

At the BOE's June 20, 2019 general business meeting, the BOE granted a waiver from the graduation requirements in Board Policy 102-15 to University Laboratory School for the graduating classes of 2023, 2024, and 2025, effective for incoming freshmen through school year 2021-2022.

At the BOE's April 21, 2022 general business meeting, the BOE granted a waiver from the graduation requirements in Board Policy 102-15 to University Laboratory School for the graduating class of 2026, effective for incoming freshmen through school year 2022-2023.

### IV. INFORMATION FOR CONSIDERATION

University Laboratory School is requesting to **continue its current exemption** to Board Policy 102-15. The current Graduation Waiver as attached as **Exhibit 3**. The University Laboratory School's current exemption sets higher requirements in core subject areas than is required by the BOE. At the time of their initial request for a waiver to the BOE graduation requirements, the Commission reviewed and recommended to the BOE the approval of their waiver request.

If approved, the exemption would apply to incoming freshmen for the life of University Laboratory School's Charter Contract 4.0, effective July 1, 2023 - June 30, 2028 (e.g. classes of 2027, 2028, 2029, 2030, and 2031).

### V. RECOMMENDATION

At the April 13, 2023 Commission General Business Meeting, the Commission took the following action, **"Move to recommend the Board of Education grant University Laboratory School a waiver from the High School Graduation Requirements."**

**Exhibit 1**

BOE POLICY 102-15

High School Graduation Requirements and Commencement

**Note: This version of Board Policy 102-15, High School Graduation Requirements and Commencement, shall take affect School Year 2011-2012, and shall apply to students beginning with the incoming eighth grade class.**

**POLICY 102-15**

**HIGH SCHOOL GRADUATION REQUIREMENTS AND COMMENCEMENT**

A. Requirements for High School Graduation. The purpose of high school graduation requirements is to establish rigorous standards of learning that will enable all public school students to meet the vision of a Hawaii public school graduate. All Hawaii public school graduates will:

- Realize their individual goals and aspirations;
- Possess the attitudes, knowledge, and skills necessary to contribute positively and compete in a global society;
- Exercise the rights and responsibilities of citizenship; and
- Pursue post-secondary education and/or careers.

Students who demonstrate proficiency in the State Standards and General Learner Outcomes in the required courses or proficiency based equivalents shall receive a Hawaii High School Diploma. Proficiency shall be determined in accordance with established Department of Education procedures.

The minimum course and credit requirements to receive a high school graduation diploma are:

<b>Course Requirements</b>	<b>Hawaii High School Diploma</b>
<b>English</b>	4.0 credits including English Language Arts 1 (1 credit), English Language Arts 2 (1 credit), and Expository Writing (0.5 credit) and 1.5 credits of common core aligned language arts electives or proficiency based equivalents
<b>Social Studies</b>	4.0 credits including U.S. History and Government (1 credit), World History and Culture (1 credit), Modern History of Hawaii (0.5 credit) and Participation in a Democracy (0.5 credit) and 1 credit of standards based social studies elective or proficiency based equivalent
<b>Mathematics**</b>	3.0 credits including Algebra 1 (1 credit), Geometry (1 credit) and 1 credit of common core aligned math elective or proficiency based equivalent
<b>Science</b>	3.0 credits including Biology and 2 credits of standards based science electives or proficiency based equivalents

<b>World Language</b>	2.0 credits in one of the specified programs of study or proficiency based equivalents
<b>Fine Arts</b>	
<b>Career and Technical Education</b>	
<b>Physical Education</b>	1.0 credit or proficiency based equivalent
<b>Health</b>	0.5 credit or proficiency based equivalent
<b>Personal/ Transition Plan</b>	0.5 credit
<b>Electives</b>	6.0 credits
<b>Total</b>	24.0 credits

A Hawaii High School Diploma shall be issued to students who meet the course and credit requirements.

High school diplomas may be granted to 16-year-olds and 17-year-olds who have qualified for graduation through adult schools.

\*DOE will establish a process for developing and approving all proficiency-based equivalents similar to the process followed for all other new Authorized Courses and Code Numbers.

\*\* A series of courses that satisfy the minimum learning expectations for all students as delineated in the College and Career Readiness Standards that are encompassed by the Common Core State Standards (“CCSS”) for Mathematics.

The graduation requirement for a high school diploma for students with disabilities shall be the same as students without disabilities.

B. Commencement Exercises. Commencement exercises may be scheduled any time after the last day of school for seniors. The last day of school for seniors shall be set by the Department of Education. Students shall be permitted to participate in commencement exercises if they: (1) meet the requirements for a diploma or a certificate; (2) have fulfilled their financial obligations; and (3) meet other conditions, established by the Department of Education, which meet the standards of clarity, reasonableness, and justifiability.

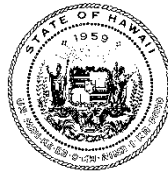
[Approved: 05/19/2015 (as Board Policy 104.1); amended: 06/21/2016 (renumbered as Board Policy 102-15)]

*Former policy 4540 history: former code no. 5127; approved: 05/1947; amended: 01/1959, 06/1959, 06/1960, 02/1964, 08/1978, 03/1988, 03/1997, 06/2004, 03/06/2008*

**Exhibit 2**

Board of Education Memorandum regarding the process for charter schools to request waivers from Board of Education Policy 102-15, entitled "High School Graduation Requirements and Commencement"

May 13, 2019



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

May 13, 2019

TO: John S.S. Kim  
Chairperson, State Public Charter School Commission

Sione Thompson  
Executive Director, State Public Charter School Commission

FROM: Catherine Payne  
Chairperson, Board of Education

SUBJECT: Process for charter schools to request waivers from Board of Education Policy 102-15, entitled "High School Graduation Requirements and Commencement"

---

Charter schools can request, and the Board of Education ("Board") can grant, waivers from the state high school graduation requirements established by Board Policy 102-15. This memorandum outlines the process and provides guidance for requesting waivers.

### **Waiver Request Process**

The process for requesting a waiver is as follows:

1. A charter school interested in applying for a waiver submits an application to the State Public Charter School Commission ("Commission") (see below for guidance on the application).
2. The charter school presents its waiver request at one of the Commission's meetings.
3. The Commission vets the request and votes on whether to recommend that the Board grant the waiver, recommend that the Board deny the waiver request, or decline to make a recommendation to the Board.
4. The Commission provides its recommendation to the Board through a written submittal, which the Board considers at a general business meeting. If the Commission makes a recommendation, its submittal must include a summary of the application for a waiver and the Commission's rationale for its recommendation to grant the waiver or not. If the Commission declines to make a recommendation, its submittal must include a summary of the application for a waiver and the Commission's rationale for declining to make a recommendation.

A representative of the Commission should be present at the Board's general business meeting to answer any questions. A representative of the charter school can also be present if the charter school decides it is necessary.

5. The Board considers the provided information and decides on whether to grant the request for a waiver.

If the Board amends Board Policy 102-15, the Commission should inform all of the charter schools it oversees, as the policy change would affect all public schools, including charter schools. If the changes to the graduation requirements occur during the period for which the Board granted a charter school a waiver from the graduation requirements, the Board will inform the charter school and Commission, and the charter school will need to apply for another waiver.

If a charter school with an active waiver plans to change its graduation requirements, the charter school will need to apply for, and receive, another waiver before implementing its new graduation requirements. If a charter school with an active waiver plans to continue using its graduation requirements beyond the expiration of the waiver, the charter school will need to apply for, and receive, another waiver in the final year of the waiver and before it expires.

To ensure a waiver request is able to come before both the Commission and Board in time for implementation, a charter school should submit a request no later than the April preceding the school year in which the charter school plans for the waiver to take effect. However, it is highly recommended that a charter school seeking a waiver submit a request no later than the October preceding the school year in which it plans for the waiver to take effect in the event the Board denies the waiver request. In such an event, the charter school would still have time to plan for the next school year using the graduation requirements set forth in Board Policy 102-15.

### **Waiver Application Requirements**

The application that a charter school submits to the Commission (see step one in the process outlined above) must contain the following information:

- Name of charter school applying for the waiver, as contained within its current charter contract;
- The proposed Effective School Years that do not exceed length of current charter contract and the associated Applicable Graduating Classes (see the applicability of effective waivers described below);
- A chart, in a similar format to the chart in Board Policy 102-15, outlining the charter school's proposed graduation requirements and a description of the differences between the proposed graduation requirements and the graduation requirements set in Board Policy 102-15; and
- An explanation justifying how the proposed graduation requirements have a degree of rigor that is equal to or greater than the rigor of the graduation requirements set by Board Policy 102-15 for all high school graduates, or if



proposed graduation requirements have a lower degree of rigor, an explanation justifying how the proposed graduation requirements are more beneficial to the charter school's students than the graduation requirements set in Board Policy 102-15.

In the event applications have already been submitted and the aforementioned information was not included, the Commission should follow up with the charter school to obtain the information. In making its recommendation to the Board, the Commission should consider whether the application provides sufficient justification demonstrating that the rigor of the charter school's proposed graduation requirements is equal to or greater than the rigor of the graduation requirements set in Board Policy 102-15. If the Commission finds that the proposed graduation requirements are less rigorous, the Commission should consider whether the application provides sufficient justification demonstrating how, despite the reduced rigor, the proposed graduation requirements are more beneficial to the charter school's students than the graduation requirements set in Board Policy 102-15.

### **Applicability of Effective Waivers**

Because it is unfair to change graduation requirements midway through a student's high school career, waivers from Board Policy 102-15 follow graduating classes from the time students enter the charter school as freshmen until they graduate from the charter school. Therefore, waivers have two effective dates tied to each other: one based on school years ("Effective School Years") and another based on graduating classes ("Applicable Graduating Classes").

The Effective School Years indicates the school years in which the waiver applies to the incoming freshmen class. The Effective School Years can be a range of school years but should never exceed final school year covered under the charter school's current charter contract term.

The Applicable Graduating Classes indicates each of the graduating classes to which the waiver applies based on the Effective School Years. The graduating classes within the Applicable Graduating Classes are calculated by assuming graduation in four years for each of the freshmen classes covered under the Effective School Years. For example, the Applicable Graduating Classes for a waiver with Effective School Years from the 2019-2020 through 2022-2023 school years would be the graduating classes of 2023, 2024, 2025, and 2026. Therefore, even if the charter school's waiver expired after the 2022-2023 school year, it would remain effective for the graduating classes of the next three subsequent school years, but the graduating class of 2027 would need to follow the graduation requirements set by Board Policy 102-15.

The waiver applies to any students who transfer into the charter school after ninth grade in the same way it applies to their other class peers at the charter school. Conversely, any student in a charter school with an active waiver who transfers to a different public school will be subject to the graduation requirements of the school to which he or she transfers. It is the responsibility of any charter school with a waiver from Board Policy

102-15 to ensure its students and parents understand how the school's graduation requirements are unique from other public schools.

If charter schools have any questions regarding the waiver process, application, or applicability, they should contact the Commission. The Commission will work with the Board to address any questions.

**Exhibit 3**

University Laboratory School  
Request for Exemption to Board Policy 102-15



**UNIVERSITY LABORATORY SCHOOL**

A Hawai'i Public Charter School  
1776 University Avenue UHS #3-121, Honolulu, Hawai'i 96822  
Telephone (808) 956-7833 Fax Number (808) 956-7260

---

DATE: April 3, 2023

TO: Hawai'i State Public Charter School Commission

FROM: Denise Yoshimori-Yamamoto, Governing Board Chair  
A. Keoni Jeremiah, Principal

SUBJECT: University Laboratory School's application for a waiver from the Board of Education Policy 102-15, entitled "High School Graduation Requirements and Commencement"

---

The University Laboratory School (ULS) is requesting a waiver from the Hawai'i State Board of Education (BOE) Policy 102-15, on graduation requirements for high school. ULS seeks permission to maintain its graduation requirements that differ from [BOE Policy 102-15](#) for the effective school years 2023-2024, 2024-2025, 2025-2026, 2026-2027, and 2027-2028 this would be associated to the applicable graduating classes of 2027, 2028, 2029, 2030 and 2031.

This is consistent with the waiver granted by the BOE to ULS in 2013, 2019, 2022, in which ULS sought and received permission to set academic requirements higher than those of BOE Policy 4540, the predecessor to Board Policy 102-15.

To continue the exemption from graduation requirements, another waiver must be granted from the Board through the State Public Charter School Commission before next school year. We are asking the Commission to consider the University Laboratory School's diploma waiver request and provide a recommendation to grant the diploma waiver to the Board.

**Background**

At its July 16, 2013, general business meeting, the Board of Education ("Board") granted a waiver to University Laboratory School from the graduation requirements set forth in Board Policy 4540, High School Graduation Requirements and Commencement Policy, a predecessor to current Board Policy 102-15, High School Graduation Requirements and Commencement.

The graduation requirements set forth in University Laboratory School's plan were (and are) comparable to requirements set forth by the Board's policy. However, University Laboratory School sets higher requirements in core subject areas in lieu of as many elective courses, while the Board's policy required less credits in core subject areas and a higher amount of credits in elective courses. For example, while the BOE requires 2.0 credits in World Language and Fine Arts, ULS requires 11.0. In contrast, while the BOE requires 6.0 overall electives, ULS requires 3.0. ULS requires more credits for graduation in all core areas except language arts and social studies, in which it requires the same number as BOE Policy 102-15. The details of the comparison are included in the chart below.

## Information about the University Laboratory School's Education Program

All students at the University Laboratory School receive a comprehensive academic program by grade-level cohort, enrolling each year in English, social studies, science, mathematics, art, and instrumental or vocal music, plus physical education, health, freshman seminar, and in grades 10–12, a second language, a college & career seminar, and an elective course. Technology is integrated in various courses and grade-levels, and represents a pillar of our effort to prepare students to succeed in the 21<sup>st</sup> century.

Additional information about the school can be found listed below:

1. University Laboratory School - Grades 9-12 Academic program
2. Diploma waiver request matrix comparison of the high school graduation requirements

### University Laboratory School - Grades 9–12 Academic Program

	Grade 9	Grade 10	Grade 11	Grade 12
English (4 yrs requirement)	Language, Literature & Writing	Asian, Pacific, & Local Literature & Writing	Literature of the Americas & Writing	British/European Literature & Writing
Math (4 yrs requirement)	Integrated Math I	Integrated Math II	Integrated Math III	Integrated Math IV
Science (4 yrs requirement)	Marine Science with Lab	Practices in Physics & Technology with Lab	Chemistry with Lab	Biology With Lab
Social Studies (4 yrs requirement)	Modern History of Hawai'i	Modern World History & Geography	United States History & Government	Ethics; Civics
Second Language (3 yrs requirement)	N/A	Hawaiian I, Japanese I, Spanish I,	Hawaiian II, Japanese II, Spanish II,	Hawaiian III, Japanese III, Spanish III
Art (4 yrs requirement)	Students choose from Ceramics, Drawing & Painting, Fiber Arts, or Sculpture			
Music (4 yrs requirement)	Students participate in Band, Chorus or Orchestra			
Physical Education (1 semester)/ Health (1 semester)	Phys. Ed.; Health			
Other (5 semesters req.)	Seminar- Holomua (1 year)	College & Career Seminar (3 semesters)		
Electives (3 years req.)	N/A	Digital Photography; Fitness & Flexibility; Global Issues through Art; Global Issues through Film; Global Leadership; Hawaiian Studies, Hula & Chant; Japanese Traditional & Pop Culture; Kimono Culture; Science Research; Select Choir; Speech and Debate; Wearable Art; Weightlifting; Yearbook, Yoga & Meditation.		

Course Requirements	Hawaii High School Diploma	University Laboratory School Diploma
<b>English</b>	<b>4.0 credits</b> including: English Language Arts 1 (1.0 credit) and English Language Arts 2 (1.0 credit); Expository Writing* (0.5 credit); and Common Core aligned language arts electives or proficiency based equivalents [ELA basic electives (1.5 credits)]	<b>4.0 credits</b> , including Language, Literature & Writing; Asian, Pacific, & Local Literature & Writing; Literature of the Americas & Writing; British/European Literature & Writing
<b>Social Studies</b>	<b>4.0 credits</b> including: U.S. History and Government (1.0 credit); and World History and Culture (1.0 credit); and Modern History of Hawaii (0.5 credit); and Participation in a Democracy (0.5 credit); and Social Studies basic elective (1.0 credit)	<b>4.0 credits</b> , including Modern History of Hawai'i; Modern World History & Geography; United States History & Government; Ethics (0.5); Civics(0.5)
<b>Mathematics</b>	<b>3.0 credits</b> including: Algebra 1 (1.0 credit); and Geometry (1.0 credit); and mathematics basic elective (1.0 credit)	<b>4.0 credits</b> , including Integrated Math I; Integrated Math II; Integrated Math III (Algebra and functions, geometry and trigonometry, statistics and probability, and discrete mathematics); and Integrated Math IV (Preparation for Calculus).
<b>Science</b>	<b>3.0 credits</b> including: Biology 1 (1.0 credit); and science basic electives (2.0 credits)	<b>4.0 credits</b> , including Marine Science with Lab; Practices in Physics & Technology with Lab; Chemistry with Lab; Biology with Lab
<b>World Language, Fine Arts, Career and Technical Education</b>	<b>2.0 credits</b> in one of the specified programs of study. Note: Two credits in a single World Language. Credits must be taken in sequence with consecutive course numbers in the study of one language. Two credits in a Fine Arts discipline: Visual Arts, Music, Drama or Dance. Credits do not need to be in a single discipline.	<b>3.0 credits</b> in Second Language, including Hawaiian, Japanese, or Spanish Language I, II, III <b>4.0 credits</b> in Performing Arts, including Band, Choir, or Orchestra <b>4.0 credits</b> in Visual Arts, including Ceramics, Drawing & Painting, Fiber Arts, or Sculpture
<b>Physical Education</b>	<b>1.0 credit</b> including Physical Education Lifetime Fitness (0.5 credit); and Physical Education basic elective (0.5 credit)	<b>0.5 credit</b>
<b>Health</b>	<b>0.5 credit</b> in Health Today and Tomorrow	<b>0.5 credit</b>
<b>Personal/ Transition Plan</b>	<b>0.5 credit</b>	<b>2.5 credits</b> including Holomua seminar and College & Career seminar
<b>Electives</b>	<b>6 credits</b> (Any Subject Area)	<b>3.0 credits</b>
<b>TOTAL</b>	<b>24.0 credits</b>	<b>33.5 credits</b>