



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

April 21, 2022

TO: The Honorable Catherine Payne  
Chairperson, Board of Education

FROM: Lyla Berg, Board of Education Representative  
Cara Tanimura, Board of Education Designee *Cara Tanimura*

SUBJECT: **Board Action on the School Community Council Requests for Exceptions to Collective Bargaining Agreements, Statutory Waivers, and Waivers of Hawaii State Board of Education Policy for School Year 2022-2023**

1. RECOMMENDATION

The Hawaii State Department of Education (Department) recommends that the Hawaii State Board of Education (Board) approve the School Community Council (SCC) Requests for Exceptions to the Hawaii State Teachers Association (HSTA) Collective Bargaining Agreement (CBA); Waivers of Section 302A-251, Hawaii Revised Statutes (HRS); and Waivers from Board Policy for School Year 2022-2023 as noted in the summary table below.

School	Request Subject	Policy or Regulation	CBA Provision	Request Summary	Student time lost
'Āhuimanu Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for Parent Teacher Conference (PTC)	2 hours
'Āhuimanu Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for Professional Development (PD)	24 hours
'Aiea High	Early Commencement Exercises	BP 102-15 and Official School Calendar	None	Early Commencement	-
'Aiea Intermediate	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
'Aikahi Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
'Aikahi Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Ali'iōlani Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
'Ānuenue School	Graduation Requirements	BP 102-15	None	Additional graduation requirements	-
'Ānuenue School	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
August Ahrens Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD	6 hours

School	Request Subject	Policy or Regulation	CBA Provision	Request Summary	Student time lost
August Ahrens Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for Complex-wide PD	6 hours
Baldwin High	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Barbers Point Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	5 Waiver Days for PD	30 hours
Blanche Pope Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Castle High	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	5 Waiver Days for PD	30 hours
Chiefess Kamakahahei Middle School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Daniel K. Inouye Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 hour Early Release for 5 days	-
Daniel K. Inouye Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
deSilva Elementary	Kindergarten Orientation	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for Kindergarten Orientation	6 hours
deSilva Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Dole Middle School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
'Ele'ele Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Enchanted Lake Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
'Ewa Beach Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
'Ewa Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
'Ewa Makai Middle School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
'Ewa Makai Middle School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for Parents' Day	6 hours
Farrington High School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Fern Elementary School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Ha'ikū Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Hanalei School	Early Release for PD	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	Early Release for PD	12 hours
Hanalei School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Hau'ula Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	5 Waiver Days for PD	30 hours
He'eia Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours

School	Request Subject	Policy or Regulation	CBA Provision	Request Summary	Student time lost
Highlands Intermediate	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Hilo Intermediate	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Hökūlani Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	3 Days for PTC	8 hours
Hōlualoa Elementary	Kindergarten Orientation	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Additional Days for Orientation	24 hours
Hōlualoa Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Hōlualoa Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
Honoka'a Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	3 Days for PTC	8 hours
Honoka'a High & Intermediate	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Honoka'a High & Intermediate	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
Honouliuli Middle School	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	8 Additional Hours for PTC	8 hours
Honowai Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD	6 hours
Ho'okele Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	5 Waiver Days for PD	30 hours
'Āao Intermediate	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
'Ilima Intermediate	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD	6 hours
Jarrett Middle School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Ka'a'awa Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Ka'elepulu Elementary	Distributing Grade Level Chairperson's pay differentials	HSTA CBA Article XV: Section F	HSTA CBA Article XV: Section F	Distributing Grade Level Chairperson's pay differentials	-
Ka'elepulu Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
Ka'elepulu Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Kahakai Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	5 Waiver Days for PD	30 hours
Kahakai Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
Kahala Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
Kahalu'u Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	6 Waiver Days for PD	36 hours
Kahuku Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	5 Waiver Days for PD	30 hours

School	Request Subject	Policy or Regulation	CBA Provision	Request Summary	Student time lost
Kahuku High & Intermediate	Eligibility of Co-Curricular Act.	BP 101-12	None	Waiver from Board Policy	-
Kahuku High & Intermediate School	Modified Assessment Schedule	HRS 302A-251	HSTA CBA Article VI: Section D.E.X.Y.CC & Article XVI: Section A.B.	Less than 1800 student minutes during Finals week	-
Kahuku High & Intermediate	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	5 Waiver Days for PD	30 hours
Kailua Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
Kailua Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Kailua High School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Kailua Intermediate	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD	6 hours
Ka'imiloa Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Kaimukī Middle	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Kainalu Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
Kainalu Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Ka'iulani Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD	6 hours
Kalāheo Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Kalāheo High School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for ACT/SBA testing	12 hours
Kalāheo High School	Submitting Quarterly Grades Early	HSTA CBA Article VI: Section R	HSTA CBA Article VI: Section R	Submitting quarterly grades early	-
Kalāheo High School	Modified Assessment Schedule	HRS 302A-251	HSTA CBA Article VI: Section D.E.X.Y.CC & Article XVI: Section A.B.	Less than 1800 student minutes during Finals week	-
Kalākaua Middle	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Kalama Intermediate	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Kalaniana'ole Elementary and Intermediate	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Kalei'opu'u Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Kalihi Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Kalihi Kai Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Kalihi Uka Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours

School	Request Subject	Policy or Regulation	CBA Provision	Request Summary	Student time lost
Kalihi Waena Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Kamali'i Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Kāne'ohe Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Kanoelani Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD	6 hours
Kapa'a Middle	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Kapa'a Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Kapālama Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Kapolei High School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	5 Waiver Days for PD	30 hours
Kapolei Middle School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Kapunahala Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Ka'ū and Pāhala Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	4 Days for PTC	14 hours
Ka'ū and Pāhala Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Kaua'i High School	New Student Orientation	BP 500-26	HSTA CBA Article XVI: Section A.B.	1 Additional Waiver Day for New Student Orientation	6 hours
Kaua'i High School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Kaūmana Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Kaunakakai Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Ke Kula 'O 'Ehunuikaimalino	Graduation Requirements	BP 102-15	None	Additional graduation requirements	-
Kea'au Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Kea'au Middle School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	5 Waiver Days for PD	30 hours
Kealakehe Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
Kealakehe Intermediate	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	4 Days for PTC	14 hours
Kekaha Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Keolu Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
Keolu Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Keonepoko Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	5 Waiver Days for PD	30 hours

School	Request Subject	Policy or Regulation	CBA Provision	Request Summary	Student time lost
KThei Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	5 Waiver Days for PD	30 hours
KĪlauea Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Kilohana Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
King Intermediate	Submitting Quarterly Grades Early	HSTA CBA Article VI: Section R	HSTA CBA Article VI: Section R	Submitting quarterly grades early	
King Intermediate	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
King Kamehameha III	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
King Kaunualii Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
King Kekaulike High School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for Seniors during testing	6 hours
King Kekaulike High School	Early Commencement Exercises	BP 102-15 and Official School Calendar	None	Early Commencement	-
King Kekaulike High School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Konawaena Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
Konawaena High School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Kūla Elementary School	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	1 Day for PTC	-
Kūla Elementary School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD	6 hours
Lahaina Intermediate	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Lahainaluna High School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Lā'ie Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	5 Waiver Days for PD	30 hours
Lehua Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD	6 hours
Leilehua High School	Submitting Quarterly Grades Early	HSTA CBA Article VI: Section R	HSTA CBA Article VI: Section R	Submitting quarterly grades early	-
Lihikai Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	5 Waiver Days for PD	30 hours
Linapuni Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Lokelani Intermediate	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Makakilo Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
Makawao Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	5 Waiver Days for PD	30 hours

School	Request Subject	Policy or Regulation	CBA Provision	Request Summary	Student time lost
Maui High School	Modified Assessment Schedule	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for ACT Testing	6 hours
Maui High School	Modified Assessment Schedule	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for SBA Testing	6 hours
Maui High School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Days for Planning & Collaboration	12 hours
Mauka Lani Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Maunaloa Elementary School	Submitting Quarterly Grades Early	HSTA CBA Article VI: Section R	HSTA CBA Article VI: Section R	Submitting quarterly grades early	-
Maunaloa Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Maunawili Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
Mililani High School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD	6 hours
Mililani High School	Submitting Quarterly Grades Early	HSTA CBA Article VI: Section R	HSTA CBA Article VI: Section R	Submitting quarterly grades early	-
Mililani High School	Early Commencement Exercises	BP 102-15 and Official School Calendar	None	Early Commencement	-
Mililani Ike Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Mililani Mauka Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Mililani Uka Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Mililani Waena Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD	6 hours
Moanalua Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Moanalua High School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD	6 hours
Moanalua Middle School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Moanalua Middle School	Teaching Conditions and Hours	HSTA CBA Article VI	HSTA CBA Article VI: Section D.E.X.Y.CC	Flexible teacher workday	-
Mōkapu Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Moloka'i High School	Modified Bell Schedule	HRS 302A-251	HSTA CBA Article VI: Section CC.DD	Less than 1800 minutes per week	180 min. per week
Moloka'i High School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	5 Waiver Days for PD	30 hours
Moloka'i High School	Submitting Quarterly Grades Early	HSTA CBA Article VI: Section R	HSTA CBA Article VI: Section R	Submitting quarterly grades early	-

School	Request Subject	Policy or Regulation	CBA Provision	Request Summary	Student time lost
Moloka'i Middle School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	5 Waiver Days for PD	30 hours
Momilani Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD	6 hours
Mountain View Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Nānākuli Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Nimitz Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Niu Valley Middle School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Nu'uuanu Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Olomana School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Pa'auilo Elementary & Intermediate	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
Pā'ia Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Palisades Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD	6 hours
Parker Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Parker Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
Pearl City Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD	6 hours
Pearl City Highlands	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD	6 hours
Pearl Ridge Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Pōhākea Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Pōmaika'i Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Pōmaika'i Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD - QBS Training	6 hours
Pu'u Kukui Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	5 Waiver Days for PD	30 hours
Pu'uhale Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Pukalani Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	5 Waiver Days for PD	30 hours
Pū'ōhala Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Pū'ōhala Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
Red Hill Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours



School	Request Subject	Policy or Regulation	CBA Provision	Request Summary	Student time lost
Roosevelt High School	Teaching Conditions and Hours	HSTA CBA Article VI	HSTA CBA Article VI: Section D.E.X.Y.CC	Flexible teacher workday	-
Roosevelt High School	Early Commencement Exercises	BP 102-15 and Official School Calendar	None	Early Commencement	-
Roosevelt High School	Modified Assessment Schedule	HRS 302A-251	HSTA CBA Article VI: Section D.E.X.Y.CC & Article XVI: Section A.B.	1 Waiver Day for Testing	6 hours
Salt Lake Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Shafter Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Solomon Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Stevenson Middle School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	2 Waiver Days for PD	12 hours
Sunset Beach Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	5 Waiver Days for PD	30 hours
Wahiawā Middle	New Student Orientation	BP 500-26	HSTA CBA Article XVI: Section A.B.	1 Additional Waiver Day for New Student Orientation	6 hours
Waiāhole Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Waiākea Intermediate	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
Waiākea Intermediate	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Waiakeawaena Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Waihe'e Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Waikele Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD	6 hours
Waikoloa Elementary & Middle School	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
Wailuku Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	4 Waiver Days for PD	24 hours
Waimea Canyon Middle School	Early Release for PD	HRS 302A-251	HSTA CBA Article VI: Section D.E.X.Y.CC & Article XVI: Section A.B.	21 hours for PD	21 hours
Waimea Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours
Waimea Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Waimea High School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	3 Waiver Days for PD	18 hours
Waipahu Elementary	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD	6 hours

School	Request Subject	Policy or Regulation	CBA Provision	Request Summary	Student time lost
Waipahu High School	Early Commencement Exercises	BP 102-15 and Official School Calendar	None	Early Commencement	-
Waipahu High School	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD	6 hours
Waipahu Intermediate	Waiver Days	HRS 302A-251	HSTA CBA Article XVI: Section A.B.	1 Waiver Day for PD	6 hours
Wilcox Elementary	Parent Teacher Conference	DOE Reg. 4510.3	HSTA CBA Article XVI: Section A.B.	2 Days for PTC	2 hours

2. RECOMMENDED EFFECTIVE DATE

The start of the School Year 2022-2023 and upon Board approval.

3. RECOMMENDED COMPLIANCE DATE

Upon Board approval.

4. DISCUSSION

a. Conditions leading to the recommendation:

Section 302A-1124 to 1127, 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.

The number (203) of Waiver/Exception requests for School Year 2022-2023 is over three times more than last year. The Department believes that the three major factors contributing to this increase are:

- 1) Greater school-level understanding of and compliance with the SCC Waiver/Exception process outlined in Board Policy 500-20;
- 2) A clearer understanding of the waivers that affect a provision in HSTA's CBA; and
- 3) The widespread need for professional development and teacher collaboration time which has been exacerbated by the loss of 21 hours of embedded professional development in the current HSTA CBA and the shortage of teacher substitutes.

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

On June 17, 2021, the Board unanimously approved a total of 59 SCC Waiver requests. The Board approved 56 requests to waive the number of student instructional days required in Section 302A-251, HRS, pursuant to Board Policy 106-5 Student Instructional Hours and School Year Requirements Policy and Waiver Process and three (3) requests for exceptions to provisions in the HSTA CBA.

c. Other policies affected:

- Section 302A-251, HRS: School year; student hours (180 days, 1080 student hours), Attachment A;

- Board Policy 101-12 Academic Requirement for Participation in Co-Curricular Activities, Attachment B;
- Board Policy 102-15 High School Graduation Requirements and Commencement, Attachment C;
- Board Policy 500-26 New Student Orientation, Attachment D;
- DOE SP 4510.3 Released Time for Conferences to Report Student Progress, Attachment E;
- DOE SP 2404 Pre-Kindergarten and Kindergarten, Attachment F; and
- Hawaii State Teachers Association CBA:
  - Article VI - Teaching Conditions and Hours, Sections D, E, R, X, Y, CC, DD
  - Article XV - Department and Grade Level Chairpersons, Section F
  - Article XVI - Work Year, Sections A, B, CC, DD

d. Arguments in support of the recommendation:

Schools throughout the state are struggling with the effects the COVID-19 pandemic has had on students academically, socially and emotionally. To address students' learning loss and social-emotional needs and to strengthen instructional practices, schools are requesting additional days to train teachers and staff on school-level and/or complex-wide initiatives to implement new curriculum in areas such as Computer Science, Language Arts, Math, Science, Social-Emotional Learning, Project-Based Learning, and Nā Hopena A'o (HĀ) or to vertically align K-12 Career and Technical Education/Career Academy efforts.

Schools requesting waiver days for professional development have stated that such training is integral to the schools' Academic Plan and is recommended through the schools' comprehensive needs assessment or WASC accreditation process. Schools have also stated that teachers and staff need extended periods of time to analyze student data, create formative assessments, meet with Response to Intervention teams, and develop Tier 1 strategies aligned with the Hawaii Multi-Tiered Systems of Support.

Schools are also requesting flexibility in how they conduct parent teacher conferences, Kindergarten and new student orientation, and in setting an earlier graduation date.

Waiver requests have been reviewed and approved by school administrators, HSTA members, SCCs and respective Complex Area Superintendents and thoroughly vetted by the SCC Exception Review Committee.

e. Arguments against the recommendation:

Of the 203 SCC Waiver/Exception requests, 93% (189) will result in a decrease in student instructional hours for all students or for students in particular grade levels. Less student instructional days may make it difficult for students, especially vulnerable learners, to make gains in their academic achievement.

f. Findings and conclusions of the Board committee:

The SCC Exception Review Committee, composed of the Board designees, and representatives from the HSTA BU 05 and the Hawaii Government Employees Association (HGEA) BU 06, has agreed to this request.

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

None.

h. Possible reaction of the public, professional organizations, unions, Department staff and/or others to the recommendations:

Positive. All waiver requests have been reviewed and approved by administrators, HSTA members, and SCCs at the school-level and Complex Area Superintendents. Waiver requests have also been thoroughly vetted by the SCC Exception Review Committee composed of Board designees and members of both the HSTA BU 05 and the HGEA BU 06.

i. Educational implications:

Explained on a case-by-case basis as stated in the school's SCC waiver request.

j. Personnel implications:

None.

k. Facilities implications:

None

l. Financial implications:

None.

5. OTHER SUPPLEMENTARY RECOMMENDATIONS

None.

LB/CT:jd

Attachment A: Section 302A-251, HRS

Attachment B: Board Policy 101-12

Attachment C: Board Policy 102-15

Attachment D: Board Policy 500-26

Attachment E: DOE Regulation 4510.3

Attachment F: DOE Regulation SP 2404

c: Keith T. Hayashi, Interim Superintendent  
Community Engagement Branch

## Law Journals and Reviews

Helping Hawaii's Diverse Community of English Language Learners: Does the Hawai'i Department of Education Meet Federal Standards for English Language Learner Programs? 38 UH L. Rev. 35 (2016).

**§302A-251 School year; student hours.** (a) Notwithstanding any other law to the contrary, beginning with the 2011-2013 school years, all public schools, excluding charter schools and multi-track public schools, shall implement a school year of one hundred eighty days, excluding professional development days and other non-instructional days negotiated pursuant to chapter 89.

(b) Notwithstanding any other law to the contrary:

(1) For the 2011-2012 school year, fifty per cent of all public elementary schools in the State, excluding charter schools and multi-track public schools, shall implement a school year that includes nine hundred fifteen student hours; and

(2) Beginning with the 2012-2013 school year, all public elementary schools in the State, excluding charter schools and multi-track public schools, shall implement a school year that includes nine hundred fifteen student hours.

(c) Notwithstanding any other law to the contrary, for the 2015-2016 school year, all public secondary schools, excluding charter schools and multi-track public schools, shall implement a school year that includes nine hundred ninety student hours.

(d) Notwithstanding any other law to the contrary, beginning with the 2016-2017 school year, all public schools, excluding charter schools and multi-track public schools, shall implement a school year of one hundred eighty days, excluding professional development days and other non-instructional days negotiated pursuant to chapter 89, that shall include one thousand eighty student hours for both elementary and secondary school grades.

(e) The board, in its discretion, may grant a waiver to any individual school subject to the student hours or one hundred eighty day school year requirements in this section. The board shall adopt policies and procedures to grant a waiver under this subsection.

(f) For purposes of this section, "student hours" shall be inclusive of the full school day in alignment with the State's general learner outcomes.

(g) The department of education, with the board of education and office of the governor, and in consultation with representatives of the affected collective bargaining units, shall submit to the legislature, no later than twenty days prior to the convening of the regular sessions of 2013, 2014, 2015, and 2016, a report on its progress and efforts to meet the requirements of subsections (a), (b), (c), and (d). [L 2010, c 167, §3; am L 2011, c 52, §1; am L 2015, c 21, §1]

### [Chapter 32A](#)

**POLICY 101-12**

**ACADEMIC REQUIREMENTS FOR PARTICIPATION IN CO-CURRICULAR ACTIVITIES**

Students participating in co-curricular activities must have at least an overall 2.0 grade point average ("GPA") and be passing in courses required for graduation. "Participating," as used in this policy, does not include participation in rehearsals, practices, or tryouts. Activities which are essential and integral to any particular course are not affected by the policy.

The Department of Education shall establish guidelines to implement this policy.

[Approved: 05/05/2015 (as Board Policy 101.12); amended: 06/21/2016 (renumbered as Board Policy 101-12)]

*Former policy 4520 history: approved: 08/1985; amended: 03/1988 (renumbered), 08/1997*

**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*



**POLICY 500-26**

**NEW STUDENT ORIENTATION**

Secondary schools may establish a one-day orientation program on the first school instructional day which is attended exclusively by students in the incoming grade provided that:

1. The decision is approved by the school community council;
2. All staff report for a full day of work; and
3. All grade levels report for a full day of instruction on the succeeding day.

Orientation programs provided under this policy shall constitute a waiver to the student hours required pursuant to section 302A-251, Hawaii Revised Statutes.

**Rationale:** The transition to secondary school may be difficult and may cause stress and anxiety for both parents and students. School data indicate that students in the incoming grade level experience the most difficulty in school adjustment. A one-day orientation program on the first school instructional day attended exclusively by students in the incoming grade may be beneficial to the entire school community.

[Approved: 12/01/2015 (as Board Policy 500.26); amended: 06/21/2016 (renumbered as Board Policy 500-26)]

*Former policy 4165 history: approved: 06/1997; amended: 11/1998*

## **SP 4510.3 Released Time for Conferences to Report Student Progress**

*Approved: 05/03/2016 (as Board Policy 102.12); amended: 06/21/2016 (renumbered as Board Policy 102-12)*

*Former policy 4501 history: approved: 07/1996; amended: 09/1997, 06/2003*

*Former policy 4510 history: approved: 10/1970; amended: 06/1983, 03/1988, 04/2000, 06/2003*

*Regulations Adopted: 3/59; Am. 5/59; 10/70; Rescinded 9/74; Re-adopted 5/75,*

*Former code 5125*

Released time for conferences to report student progress are subject to the following regulations:

1. That dismissal of classes be limited to:
  - a. The hour immediately before the end of the student day;
  - b. Ten days in any one year.
2. That appropriate means be determined by the principal that a majority of the parents approved the dismissal of classes for the purpose of holding conferences to report student progress.
3. That the plans for released time be made known to the district superintendent and approved in advance of the scheduled dates for dismissing classes.
4. That specific provisions be made for the evaluation of the released time project, including problems encountered.
5. That a report be made to the district superintendent on the results and evaluation of the first released time project in any school.
6. That provisions be made to supervise students in school when dismissal prior to the regular time creates undue hardship on the parents.
7. That students not be penalized when the parents are unable or unwilling to participate in early dismissal provisions of conferences.

# SP 2404: Pre-Kindergarten and Kindergarten

1. **Purpose**  
To provide kindergarten programs to all children who meet entrance requirements and pre-kindergarten education to children, ages three to five, who are participating in DOE preschool programs.
2. **Effective**  
Immediately. This SP supersedes Regulation 2404.1.
3. **Applies to**  
All elementary schools.
4. **Background**  
Hawaii Revised Statutes (HRS), Section 302A-1132 establishes compulsory school attendance requirements for Hawaii's children (see Reference (c), HRS 303A-1132. Act, 178 Hawaii State Legislature Session, 2012 changed the age criteria for kindergarten entry. Additionally, the Department of Education (DOE) has always provided pre-kindergarten education for children age three to five who qualify for services under the provisions of the Individual with Disabilities Act (IDEA). In 2014, pre-kindergarten programs were implemented at DOE pilot schools for students who did not meet the kindergarten age requirement. In addition to the age requirement, enrollment in this program is dependent upon family income and limited to 20 students per class.

The Board of Education (BOE), recognizing the positive impact kindergarten attendance has in promoting school readiness, supports these programs via BOE Policy 2404.

5. **Guidelines**  
**Enrollment of Kindergarten Students:** All elementary schools should offer qualified children access to a kindergarten program, following entry requirements established by Act-178 and HRS 304A-1132.

**Enrollment Age of Kindergarten Students:** As required by HRS 302A-1132, elementary schools need to adhere to age requirements when registering students. Based on Act 76 of 2004, parents of children five years of age on or before July 31 of the school year shall enroll the child in kindergarten.

## **NOTES:**

- For information regarding students ages three to five who qualify for pre-school services under IDEA refer to SP 2160 and Special Education Website (See **Reference (d)**, **BOE Policy 2160** and **(h) Special Education website**.)
- For information regarding the DOE's pre-kindergarten program, please refer to the DOE website ([www.hawaiipublicschools.org](http://www.hawaiipublicschools.org))

**Registration:** Use registration forms provided by the elementary school. Individual school websites may also contain information about their Kindergarten programs.

**Transition/Orientation:** Elementary schools need to have a transition process in place to help families and staff ensure that the child’s transition from home to pre-kindergarten (if applicable) or kindergarten is as smooth as possible. Whenever feasible, this transition process should include orientation for parents and new students. While planning for this process, schools must still meet the minimum required hours of “student time” per school year as required in Hawaii Revised Statutes 302A-251. This statute requires elementary schools to meet 915 hours of “student time: in school year 2015-2016; 1080 hours in school years 2016 – 2017 and 2017-2018; and 1146 hours in 2018 – 2019. Schools should ensure that a) the orientation does not exceed five school days; b) parents/legal guardians are informed of the purpose of the orientation and the critical role they play in the education of their child; and c) parents/legal guardians are provided information about the orientation session’s schedule and purpose no later than two weeks prior to the orientation date for their child.

**Complex Area Superintendent Responsibility:** The Complex Area Superintendent should approve any variation from the transition procedures stated in the section above, especially those related to the orientation schedule.

**Developmentally-Appropriate Teaching Strategies:** The pre-kindergarten and kindergarten program should be student-centered and provide developmentally appropriate teaching strategies and learning activities (see Reference (b), BOE Policy 2235).

**Assessment:** Assessment of young children is complex and must adhere to best practice and knowledge of young children. In addition, schools must have a clear purpose and plan for the collection and use of assessment information.

Assessments must a) benefit the children and adults who work with children; b) be used for the purposes for which they are designed; c) provide useful, valid and reliable data; and d) include the developmental domains of young children and multiple tools to gather data.

6. **SP Maintenance Responsibility**

The Education Specialist for Early Childhood/Kindergarten in the Office of Curriculum, Instruction, and Student Support is responsible for maintenance, administration, and questions regarding this SP.

7. **References, Resources, and Forms**

The following resources may provide access to statutory, policy, and contractual authorities; and closely related SPs, procedures, and forms. Click anywhere below to access the linked page.

- (a) HRS Section 302A-1132
- (b) BOE Policy 2404, (Kindergarten)
- (c) BOE Policy 2235 (Developmentally-Appropriate Teaching)
- (d) BOE Policy 2160, Special Education and Related Services
- (e) Information on Preparing Children for Kindergarten
- (f) Information on Kindergarten Prep
- (g) Special Education website for information regarding pre-kindergarten services for children who qualify for pre-school services under IDEA

**Forms**  
None