

HAWAI'I TEACHER STANDARDS BOARD
Minutes of Meeting

Date: Thursday, December 17, 2009

Place: Hawai'i Teacher Standards Board

Present: Kim Coco Iwamoto Jonathan Gillentine
Terry Holck Annette Nishikawa
Alvin Parker Lorilene Pereira
Carol Seielstad Janice Shishido
Christine Sorensen Steve Miyasato for Patricia Hamamoto
Noe Noe Tom

Absent: None

Staff: Sharon Mahoe, Executive Director Jill Agena, Secretary
Lynn Hammonds, Specialist

Observers:

Arlene Lee, HSTA

Call to Order:

Chairperson Gillentine called the meeting to order at 2:20 p.m.

Approval of Minutes:

(Seielstad/Parker) The minutes of the October 29, 2009 and November 19, 2009 meeting were approved.

Approved:

1. (Sorensen on behalf of Teacher Education Committee)
NBI 09-28 Rev. #2: State Approval of Teacher Education (SATE) for Chaminade University of Honolulu's Professional Education Unit and Teacher Education Programs was approved.
2. (Sorensen on behalf of Teacher Education Committee)
NBI 09-30 Rev.: Teacher Candidate Praxis Test Requirements for Hawaii State Approved Teacher Education Programs as amended was approved.

3. (Seielstad/Sorensen) Motion to amend the date from July 1, 2010 to January 1, 2011 for NBI 09-30 Rev.: Teacher Candidate Praxis Test Requirements for Hawaii State Approved Teacher Education Programs was approved.
4. (Gillentine on behalf of Legislative Committee)
NBI 09-35: Proposed Legislation on Authority of Executive Director was approved.
5. (Sorensen on behalf of Teacher Education Committee)
NBI 09-37 Rev.: University of Hawaii-Manoa Vocational Arts Education Teacher Education Program was approved with one (1) abstention from Christine Sorensen.
6. (Sorensen on behalf of Teacher Education Committee)
NBI 09-38: Hawaii Pacific University Teacher Education Program in Elementary Education was approved.
7. (Iwamoto/Pereira) Motion to strike the conditions in NBI 09-39: University of Hawaii-Manoa Fine Arts Education Teacher Education Program and grant full approval was approved.
8. (Sorensen on behalf of Teacher Education Committee)
NBI 09-39: University of Hawaii-Manoa Fine Arts Education Teacher Education Program as amended was approved with one abstention from Christine Sorensen.
9. (Sorensen on behalf of Teacher Education Committee)
NBI 09-42: Educational Testing Service Multi-State Standard-Setting Report for Praxis Teaching Reading (Test 0204) was approved.
10. (Gillentine on behalf of Legislative Committee)
NBI 09-43: HTSB Report Regarding HB183 CD1 was approved with amendments.
11. (Seielstad on behalf of Teacher Standards Committee)
NBI 09-44: Schedule of Public Hearings for Draft Administrative Rules was approved with amendments.
12. (Gillentine on behalf of Search Committee)
NBI 09-45 Rev.: Search Committee Recommendation for HTSB Executive Director's amended was approved in executive session.
13. (Gillentine on behalf of Search Committee)
NBI 09-46: Compensation and Reimbursable Expenses for Executive Director was approved in executive session.

14. (Gillentine on behalf of Search Committee)
NBI 09-47 Reimbursable Relocation Expenses for Executive Director Candidate was approved in executive session.
15. (Iwamoto/Parker) Motion to submit a letter of support for the RTTT Grant was approved.
16. (Sorensen/Parker) Motion to move into executive session to review licenses, contested case(s) and to consult with the Attorney General on contested case procedures and personnel matters.
17. (Sorensen/Pereira) Motion to rise out of executive session.
18. Chair Gillentine reported that NBI 09-36: Approval of Hawaii Provisional Licenses, Standard Licenses, Advanced Licenses, Added Fields to Existing Licenses, Extended Licenses, and Career and Technical Education Special Permits was approved in executive session.
19. Chair Gillentine reported that NBI 09-40: Case 09-05 was approved in executive session.
20. (Nishikawa/Shishido) Motion to nominate Lynn Hammonds as Interim Executive Director temporary assignment was approved in executive session.

Discussed:

1. Committee Reports:

Ad Hoc Renewal Committee

Committee Chair Holck reported that the Committee met with Russell Castagnaro from Hawaii Information Consortium. He explained that 90% of their time was spent dealing with data issues. When the beta testing became available, there were 480 teachers who were able to set up their accounts and link to their licenses. Some teachers reported a glitch where their birthdates weren't showing up and that made it impossible to link to their licenses. HIC has since figured out the cause and adjustments were made to fix the problem. The next phase will be to 1) open the site for public view, where someone from the public could look up to see what kind of license a teacher holds, and 2) the renewal payment section where teachers can select how to pay for license renewal online. A meeting is scheduled on December 21, 2009 with Licensing Specialist Lynn Hammonds and Executive Director Mahoe to talk with Russell Castagnaro of HIC to determine the timeline of the next phase.

Legislative Committee

Committee Chair Gillentine reported that the Committee discussed:

1. NBI 09-35: Proposed Legislation on Authority of Executive Director. The Committee recommends approval.
2. NBI 09-43: HTSB Report Regarding HB183 CD1. The Committee made some revisions to the report and recommends approval with revisions.

Standards Committee

Committee Chair Seielstad reported that the Committee discussed the following:

- NBI 09-30: Teacher Candidate Praxis Test Requirements for Hawaii State Approved Teacher Education Programs
- NBI 09-41 Rev.: HTSB Career and Technical Education Work Group Report and Recommendations. Additional changes were made by the Committee as follows:
 1. Add the vocational
 2. Adding "additional" alternate route
 3. Adjust prerequisite standards
 4. Added in at 4C "If one exists"
 5. Added "other teacher education institutions"
- NBI 09-42: Educational Testing Service Multi-State Standard-Setting Report for Praxis Teaching Reading (Test 0204).
- Draft rules going to the legislature. The Committee suggested putting the Draft rules on the HTSB website to get feedback from teachers and to add on frequently asked questions

Teacher Education Committee

Committee Chair Sorensen reported that the Committee discussed the following:

- NBI 09-28 Rev.: State Approval of Teacher Education (SATE) for Chaminade University of Honolulu's Professional Education Unit and Teacher Education Programs. Additional changes were made by the Committee as follows:
 1. A plan needs to be in place by August 31, 2010 and data needs to be reported and interpreted to the HTSB by August 31, 2011
 2. On last page, the Committee wanted the names of the Units specified
- NBI 09-30 Rev.: Teacher Candidate Praxis Test Requirements for Hawaii State Approved Teacher Education Programs. Additional changes were made by the Committee as follows:

1. Added to note “or basic skills tests required by another State for licensure.”
 2. Demonstrate knowledge and skills of their subject area specialization by passing the appropriate Hawaii validated Praxis II content test(s) prior to “completion” of student teaching or a minimum of 30 college credits in the subject area to be taught “prior to completion” of student teaching.
- NBI 09-37 Rev.: University of Hawaii-Manoa Vocational Arts Education Teacher Education Program. Additional changes were made by the Committee as follows:
 1. The Committee felt that it was not this boards role to tell the institution to re-apply, there are rules in place that take care of that if they choose to do so, but the change is to just simply state that there was a “Non-approval” decision and to list the results of receiving that status.
 - NBI 09-38: Hawaii Pacific University Teacher Education Program in Elementary Education
 - NBI 09-39: University of Hawaii-Manoa Fine Arts Education Teacher Education Program
 - NBI 09-41 Rev.: HTSB Career and Technical Education Work Group Report and Recommendations. Additional changes were made by the Committee as follows:
 1. Found inconsistencies where some had a vocational and some did not, the Committee made it consistent throughout
 2. Changed the wording where the board approves the ways to document the content area of expertise for a license.
 3. Deferred the alternate pathway section
 4. Reference to a particular IHE, changed to a general IHE

2. Executive Director’s Report:

Executive Director Mahoe distributed her written report to the Board and made additional comments on the following:

Personnel

We were able to fill the Clerk IV and Clerk Typist II positions with Emergency Hires while we wait for the list of applicants from OHR.

License Renewal Video

We have been working with the DOE Tele-school film crew to finish the video on license renewal. The Ad Hoc Committee got to see a sample of the clip. And today a major update was accomplished to adjust the video’s screen size.

National Board Certified Teachers

There are 40 New National Board Certified Teachers and 6 teachers renewed their National Board Certification. National Board is now working on two new certificates, one is for teacher leaders and this is intended for teachers who do not want to leave the classroom but still want take on a leadership role at their school and to be national board certified as a teacher leader. The other is for school administrator leaders where school administrators can show they are highly accomplished school administrators. A suggestion was made to the Superintendent at the National Board Luncheon that maybe the DOE might want to consider giving an extra bonus for these new certificates as an incentive.

Testimony, Petitions from the Public

Arlene Lee representing HSTA gave the two exiting board members and Executive Director Mahoe, her congratulations and wished them well. She especially wanted to thank Executive Director Mahoe for her advocacy to professionalize teaching.

New Business:

1. NBI 09-28 Rev. #2: State Approval of Teacher Education (SATE) for Chaminade University of Honolulu's Professional Education Unit and Teacher Education Programs

The Hawaii Teacher Standards Board approves the following recommendations of its State Approved Teacher Education (SATE) Unit and Program Review Teams for Chaminade University of Honolulu:

- The ~~Unit~~ Chaminade Education Division Professional Education Unit is granted Full Approval with the following conditions, effective January 1, 2010 through December 31, 2016:
 - The Chaminade Education Division Professional Education Unit must develop a clearly articulated assessment system that regularly and systematically collects, analyzes and interprets data for the purpose of program improvement across all licensure programs.
 - The Chaminade Education Division Professional Education Unit must provide evidence that clearly identifies the specific proficiencies candidates should develop related to needs of students from culturally diverse populations; that the curriculum is designed to prepare teachers to work effectively with students from culturally diverse populations; and evidence of candidate proficiencies related to their ability to help students from culturally diverse populations learn.
 - ~~In accordance with HTSB SATE Preconditions requirement #1, the institution shall identify a professional education unit that has~~

~~responsibility and authority for the preparation of teachers and other professional education personnel.~~

- ~~○ In accordance with HTSB SATE Precondition #2, the unit shall designate a head of the unit who is assigned the authority and responsibility for its overall administration and operation.~~
 - ~~○ In accordance with HTSB SATE Precondition #3, the unit shall develop written policies and procedures to guide the operations of the unit.~~
 - ~~○ In accordance with HTSB SATE Precondition #4, the unit shall create a well developed conceptual framework that establishes the shared vision for a unit's efforts in preparing educators to work in P-12 schools and provides direction for programs, courses, teaching, candidate performance, scholarship, service and unit accountability.~~
- The Chaminade Education Division Professional Education Unit is granted Full Approval with Conditions status for the following teacher education programs, effective January 1, 2010 through December 31, 2016:
 - The Elementary Education Program is granted full approval with the following conditions to recommend teacher candidates for licensure in Elementary Education K-6:

By August 31, 2010, the Elementary Education Program must submit to the HTSB:

- Disaggregated data that illustrates teacher candidate performance in each of the three programs: 4-year baccalaureate; Post-baccalaureate; Masters.
- A revision of the Live-text tables in the PSSR, Attachment 2, pp.63-65 & 79-81, to identify the source of signature assignment data as some tables illustrated only one instructor's lesson plan data. A compilation of data with regard to signature assignments for all teacher candidates is required.
 - The Special Education Program is granted full approval with the following conditions to recommend teacher candidates for licensure in Special Education Mild/Moderate K-12:

By August 31, 2010, the Special Education Program must submit to the HTSB:

- Plans for a systemized approach describing how data will be gathered.
- Data which has been summarized and interpreted for the purposes of program improvement.

- The Dual Elementary Education/Special Education Program is granted full approval with the following conditions to recommend teacher candidates for licensure in Special Education Mild/Moderate K-12 and Elementary Education K-6:

By August 31, 2010, the Special Education Program must submit to the HTSB:

- Plans for a systemized approach describing how data will be gathered.
- Data which has been summarized and interpreted for the purposes of program improvement.

- The Secondary Education Program is granted full approval with the following conditions to recommend teacher candidates for licensure in English 7-12, Mathematics 7-12, Science 7-12, and Social Studies 7-12:

By August 31, 2010, the Special Education Program must submit to the HTSB:

- Disaggregated data that illustrates teacher candidate performance in each of the three levels: Baccalaureate; Post-baccalaureate; Masters in each of the content areas.
 - Plans for a systemized approach describing how data will be gathered.
 - Data that has been summarized and interpreted for the purposes of program improvement.

- ~~○ The School Counseling Program is granted full approval with the following conditions to recommend school counseling candidates for licensure in School Counseling K-12:~~

- ~~• A description of regular and continuous support for site supervisors.~~
- ~~• Evidence of specific ways the program ensures that candidates have field and clinical experiences working with diverse students in K-12 settings.~~

- The Early Childhood Education Program is granted full approval with the following conditions to recommend teacher candidates for licensure in Early Childhood Education PK-3:

- ~~• A chart showing institutional, state and professional standards, presented at the review, must be revised and submitted to the HTSB showing how candidates will specifically meet the standards before new candidates are accepted into this program.~~

- The Early Childhood Education Program must obtain recognition from the National Association for the Education of Young Children (NAEYC) no later than fall semester 2013. Three years after admitting teacher candidates to the program or June 30, 2016, whichever comes earlier.
 - The Chaminade Behavioral Sciences Division Professional Education Unit is granted Full Approval, effective January 1, 2010 through December 31, 2016.
 - The Chaminade Behavioral Sciences Division Counseling Psychology Program/School Counseling Emphasis is granted Full Approval for the following school counselor program, effective January 1, 2010 through December 31, 2016.
- The Units must schedule a National Council for Accreditation of Teacher Education (NCATE) accreditation review for the Unit and Specialized Professional Association (SPA) program reviews for each of its teacher education programs in ample time for HTSB to hold a review of the recommendations of NCATE and the SPAs no later than June 30, 2016.
- The Units must explain any changes to the Units or teacher education programs or school counselor program in the Unit's' Annual Report due each year to HTSB by December 31.

The Hawaii Teacher Standards Board also determines that for future reviews, based on recent information received from NCATE, the institution may elect to be reviewed as one Unit that includes programs in the Education Division and the Behavioral Sciences Division, or as two separate Units. However, the institution must inform HTSB no later than December 31, 2010 of its decision to be reviewed as one Unit or two separate Units.

A letter shall be sent to the Chaminade University of Honolulu on behalf of the Board to communicate this action.

2. NBI 09-30 Rev.: Teacher Candidate Praxis Test Requirements for Hawaii State Approved Teacher Education Programs

The Hawaii Teacher Standards Board approves the following requirements for all teacher candidates enrolled in Hawaii State Approved Teacher Education Programs (SATEP):

In the interest of ensuring quality candidates for licensure, Hawaii teacher education institutions shall require that their candidates demonstrate knowledge of basic skills in reading, writing and mathematics by passing the Praxis Pre-Professional Skills Test (PPST) prior to admission into a State Approved Teacher Education Program.

Therefore, effective July 1, 2010, all teacher candidates admitted to Hawaii SATEPs must submit passing scores for the Praxis Pre-Professional Skills Tests in Reading, Writing and Mathematics or basic skills tests required by another State for licensure.

To further ensure quality candidates for student teaching assignments in Hawaii's P-12 schools who are knowledgeable in their subject area, Hawaii teacher education institutions shall require that their candidates demonstrate knowledge and skills of their subject area specialization by passing the appropriate Hawaii validated Praxis II content test(s) prior to ~~being assigned to~~ completion of student teaching. In the absence of a Hawaii validated Praxis II content test, candidates shall have satisfactorily completed a college major or a minimum of 30 college credits in the subject area to be taught prior to being assigned to completion of student teaching.

Therefore, effective ~~July 1, 2010~~ January 1, 2011, all teacher candidates enrolled in Hawaii SATEPs must submit passing scores for the Hawaii-validated Praxis content knowledge test for their SATEP teaching field prior to completion of student teaching.

3. NBI 09-35: Proposed Legislation on Authority of Executive Director

The Hawaii Teacher Standards Board supports proposed legislation to authorize the Executive Director to review license and permit applications and issue and renew licenses and permits that meet the Board's routine requirements set forth in its administrative rules and policies and which do not require the Board's expertise and discretion.

The following is sample draft language to achieve the above purpose:

§302A-803 Powers and duties of the board. (a) In addition to establishing standards for the issuance and renewal of licenses and any other powers and duties authorized by law, the board's powers shall also include:

- (1) Setting and administering its own budget;
- (2) Adopting, amending, or repealing the rules of the board in accordance with chapter 91;
- (3) Receiving grants or donations from private foundations, and state and federal funds;
- (4) Submitting an annual report to the governor and the legislature on the board's operations and from the 2007-2008 school year, submitting a summary report every five years of the board's accomplishment of objectives, efforts to improve or maintain teacher quality, and efforts to keep its operations responsive and efficient;
- (5) Conducting a cyclical review of standards and suggesting revisions for their improvement;
- (6) Establishing licensing fees in accordance with chapter 91, including the collection of fees by means of mandatory payroll deductions, which shall

subsequently be deposited into the state treasury and credited to the Hawaii teacher standards board special fund;

- (7) Establishing penalties in accordance with chapter 91;
- (8) Issuing, renewing, revoking, suspending, and reinstating licenses;
- (9) Reviewing reports from the department on individuals hired on an emergency basis;
- (10) Applying licensing standards on a case-by-case basis and conducting licensing evaluations;
- (11) Preparing and disseminating teacher licensing information to schools and operational personnel;
- (12) Approving teacher preparation programs;
- (13) Administering reciprocity agreements with other states relative to licensing;
- (14) Conducting research and development on teacher licensure systems, beginning teacher programs, the assessment of teaching skills, and other related topics;
- (15) Participating in efforts relating to teacher quality issues, conducting professional development related to the board's standards, and promotion of high teacher standards and accomplished teaching; and
- (16) Adopting applicable rules and procedures.

(b) If, in accordance with chapter 92, the board determines, on a case-by-case basis, that extenuating circumstances exist to justify the suspension, the board may temporarily suspend its rules, or any portion thereof. The board shall establish, in accordance with chapter 91, procedures for the suspension of its rules. When determining whether to suspend its rules, the board shall also establish the length of time for which the suspension shall be in effect.

(c) The board, in accordance with chapter 92, may also amend licensing-related fees and set or amend other charges related to the performance of its duties.

(d) The board may delegate to its executive director, or other designee, any of its powers and duties, as it deems reasonable and proper. The delegation of powers and duties by the board shall be made in accordance with procedures set forth in the board's policies or rules. However, the board shall not delegate its discretionary functions resulting in a final decision.

(1) adopting, amending, or repealing rules;

(2) ordering disciplinary action against a licensee or permit holder, including the revocation, suspension, or imposition of conditions or fines; provided that summary suspensions may be delegated; and

(3) granting, denying, or otherwise conditioning license and permit applications, unless the granting, denying, or otherwise conditioning of a license or permit does not require the exercise of the board's expertise and discretion.

(e) To delegate authority, the concurrence of a majority of the members to which the board is entitled shall be necessary to make any action taken by the board valid. The board shall conduct its meetings in accordance with chapters 91 and 92.

4. NBI 09-36: Approval of Hawaii Provisional Licenses, Standard Licenses, Advanced Licenses, Added Fields to Existing Licenses, Extended Licenses, Renewed Licenses, and Career and Technical Education Special Permits

The Hawaii Teacher Standards Board approves the issuance of Provisional Hawaii licenses, Standard Hawaii licenses, Advanced Licenses, added fields to existing Hawaii licenses, and Career and Technical Education Special Permits as indicated on the attached list.

The Board approves issuing a license extension for all teachers holding a license that expired up to and including September 30, 2009, provided they meet the following criteria:

- they submitted an extended license application;
- they meet the Professional Fitness requirements; and
- they pay all necessary fees.

The Board approves issuing a renewed license for teachers holding a license which expires December 16, 2009 – January 26, 2010 provided they meet the following criteria:

- they register for their renewed license;
- they meet the Professional Fitness requirements, and
- they pay all necessary fees.

The HTSB also approves any necessary correction by staff for clerical errors. License field(s) and level(s) may not be corrected, but must be resubmitted to the Board for approval.

5. NBI 09-37 University of Hawaii-Manoa Vocational Arts Education Teacher Education Program

The Hawaii Teacher Standards Board approves the following for the University of Hawaii-Manoa Vocational Education Teacher Education Program based on the Board's State Approved Teacher Education (SATE) Program Review Team's recommendation:

~~The Review Team recommends a decision of "Non-approval" based on its review on November 9, 2009. The team further recommends that the Program review its curriculum to address areas of improvement listed in the Reviewer Report and include content specific preparation and assessments as well as partnerships and articulated agreements with the Department of Education and community colleges.~~

~~The Review Team encourages the Program to apply for SATE approval, once these revisions have been made.~~

Because the Program will be designated “low performing” as a result of receiving status of “non-approval”, the Program must:

1. Inform candidates and applicants immediately of the “low performing” designation and its impact upon them and the program; and
2. Not accept candidates interested in a teaching license offered by the program; and
3. Identify all candidates remaining in the program with their expected dates of completion and submit the list to the Hawaii Teacher Standards Board no later than January 31, 2009; and
4. Counsel candidates about possible choices for program completion:
 - a. Candidates within one year of graduation or program completion may be afforded the opportunity to graduate and be recommended for licensure. A degree plan must be prepared for these candidates with the specific requirements for completing the degree or program; and
 - b. Other candidates must be provided assistance in “transferring.” Such assistance may include preparing application letters to other institutions, providing information on alternative programs, and/or identifying teacher education programs that may be willing to waive residency requirements.
 - c. The program’s plan to meet these requirements must be submitted to HTSB for approval by January 14, 2010.

A letter shall be sent to the Dean of the College of Education at University of Hawaii-Manoa on behalf of the Board to communicate this decision.

6. NBI 09-38: Hawaii Pacific University Teacher Education Program in Elementary Education

The Hawaii Teacher Standards Board approves the following for the Hawaii Pacific University Teacher Education Program in Elementary Education based on the Board’s State Approved Teacher Education (SATE) Program Review Team’s review on November 5, 2009:

- The program is granted provisional approval status for the Undergraduate, Post-baccalaureate and Master’s Programs in Elementary Education leading to licensure in Elementary Education K-6, effective December 17, 2009 through December 31, 2013.
- A review by the Association for Childhood Education International (ACEI) must be completed no later than one year after completion of the Programs’ first cohort or December 31, 2013, whichever comes earlier.
- The Unit must explain any changes to these programs in the Unit’s Annual Report due each year to HTSB by December 31.

A letter shall be sent to the Hawaii Pacific University School of Education on behalf of the Board to communicate this action.

7. NBI 09-39 Rev.: University of Hawaii-Manoa Fine Arts Education Teacher Education Program

The Hawaii Teacher Standards Board approves the following for the University of Hawaii-Manoa Fine Arts Education Teacher Education Program based on the Board's State Approved Teacher Education (SATE) Program Review Team's review on November 10, 2009:

The Program is granted **Full Approval** for the Post-baccalaureate program in Fine Arts leading to Licensure in Art K-12, effective December 17, 2009 through December 31, 2014.

The Unit must explain any changes to this program in the Unit's Annual Report due each year to HTSB by December 31.

A letter shall be sent to the Dean of the College of Education at University of Hawaii-Manoa on behalf of the Board to communicate this decision.

8. NBI 09-40: Case 09-05

The Hawaii Teacher Standards Board approves the Executive Director's recommendation on Case 09-05.

9. NBI 09-42: Educational Testing Service Multi-State Standard-Setting Report for Praxis Teaching Reading (Test 0204)

The Hawaii Teacher Standards Board accepts the Multi-State Standard-Setting Report for the Praxis Teaching Reading, Test 0204 from the Educational Testing Service (ETS): (Report attached.)

The Board also accepts the recommended passing score for this test:

Praxis Teaching Reading, Test 0204: 159

According to the report, this test measures whether entry-level reading teachers have the knowledge and/or skills believed necessary for competent professional practice. This test may be used for initial licensure for teachers completing a State Approved Teacher Education Program in Reading K-6 or Reading 7-12 and by teachers holding a current Hawaii license wishing to add the field of Reading K-6 or Reading 7-12 using the Praxis examination and one year of full time teaching experience in Reading K-6 or Reading 7-12.

This test will be deployed by ETS in fall 2010. Notification shall be sent to Hawaii teacher education units and the Department of Education no later than January 31, 2010. When ETS information for the 2010-2011 test cycle is available, it will also be posted on the HTSB website.

10. NBI 09-43: HTSB Report Regarding HB183 CD1

The Hawaii Teacher Standards Board approves submittal of the attached Report to the 2010 Legislature in response to HB183 CD1, Section 10 with revisions recommended by the Committee.

(See attached.)

11. NBI 09-44: Schedule of Public Hearings for Draft Administrative Rules

The Hawaii Teacher Standards Board approves the following schedule of public hearings to collect feedback on its draft administrative rules related to contested case hearings and professional fitness between 6:00-8:00pm on the following dates:

- Mililani High School Cafeteria, Feb. 1, 2010
- Kapolei High School Cafeteria, Feb. 2, 2010
- Castle High School Cafeteria, Feb. 3, 2010
- McKinley High School Cafeteria, Feb. 4, 2010
- Kaunualii Elementary School Cafeteria, Feb. 8, 2010
- Molokai High School Cafeteria, Feb. 9, 2010
- Lanai High School Cafeteria, Feb. 10, 2010
- Maui High School Cafeteria, Feb. 11, 2010
- Waiakea High School Cafeteria, Feb. 17, 2010
- Kealahou High School Cafeteria, Feb. 18, 2010

The above schedule is dependent on the availability of school facilities and posting of public notice in local newspapers. The Board authorizes the Executive Director to adjust the schedule as needed.

The Committee recommends a set of Frequently Asked Questions be posted on the HTSB website with the draft rules to address some concerns raised by teachers. Also, the Committee recommends that the website allow teachers to submit testimony online.

12. NBI 09-45: Search Committee Recommendation for HTSB Executive Director

The Hawaii Teacher Standards Board approves the recommendation of the Executive Director Search Committee of Dr. Sandra Ellis as its selection for the position of Executive Director.

This action shall result in Dr. Ellis' name being submitted to the Board of Education (BOE) for approval. In the event she is not approved by the BOE, the Hawaii Teacher Standards Board shall submit another nominee to the BOE for approval or disapproval. If the Committee has no other nominee to submit for HTSB approval, the Board understands that the Committee may have to conduct the search process again until a satisfactory candidate is found and approved by the HTSB and the BOE.

The HTSB shall also provide guidance to the Committee about what it deems to be reasonable and acceptable compensation for the new executive director, including expenses that may be reimbursed to the approved nominee, provided such compensation and expenses are allowable under current State law and regulations.

Rationale: ~~Provide Committee's rationale for recommendation.~~ The Committee believes that Dr. Ellis' administrative and educational experiences makes her the best-qualified candidate.

Dr. Sandra Ellis brings a wealth of experience in a variety of educational settings in the Mid-West region. She has been a teacher, guidance counselor, and assistant principal in public school settings. She has worked as an educational consultant for the states of Illinois and Ohio, for the state board of education and state department of education respectively. She also served as a program director for the Illinois Education Association, a state NEA affiliate. She has been on the faculty of the University of Illinois and is currently a faculty member of Texas A & M University. She is managing partner for Ellis & Ellis Consulting, which has provided services to eight different state agencies in Illinois. She is also currently serving as a federal grant program evaluator for East Aurora School District in Illinois.

Dr. Ellis earned her baccalaureate and master's degrees in education from Bowling Green State University in Ohio. She also earned a doctor of philosophy degree in educational administration and higher education from Southern Illinois University.

13.NBI 09-46: Reimbursable Expenses for Executive Director Candidate

The Hawaii Teacher Standards Board approves the following limits on reimbursable expenses for the Executive Director candidate for expenses incurred as a result of HTSB-requested travel prior to employment:

Travel (lowest class of air fare)	\$1,000.00
Documented accommodation and other travel-related Expenses	\$ 500.00
Total Reimbursements Allowed	\$1,500.00

14.NBI 09-47: Reimbursable Relocation Expenses for Executive Director Candidate

The Hawaii Teacher Standards Board approves the following adjustment to our budget:

- Reallocating regional and national meetings line items to:
 - reimbursable relocation expenses not to exceed \$15,000.
 - Air to and from candidate and spouse for the Executive Director candidate for expenses incurred as a result of HTSB-requested travel prior to employment:

Travel (lowest class of air fare)	\$1,000.00
Documented accommodation and other travel-related Expenses	\$ 500.00
Total Reimbursements Allowed	\$1,500.00

Adjournment:

Chairperson Gillentine adjourned the meeting at 5:00 p.m.

Recorder: _____
Jill Agena

Date: _____