



HAWAII TEACHER STANDARDS BOARD

TO: Members of the Hawaii Teacher Standards Board

FROM: Lynn Hammonds
Executive Director

RE: Monthly Report for September 2011

DATE: September 18, 2011

Personnel and Office Operations

The past month was packed with meetings, ten public hearings and the first Council for Accreditation of Educator Preparation (CAEP) in Washington, DC! In addition, I met with: Mililani new teachers; Kahuawaiola Indigenous Teacher Education Program; UH-Hilo Teacher Education Program; Hilo HSTA Uniserve; Hawaii Charter Schools principals; Lanai School principal; Molokai High School vice-principal; Board members Patrick and N. Tom; UH-Manoa attendees at the CAEP Conference; Leeward District principals; as well as attending the swearing-in ceremony for new Board members at the Capitol. This Tuesday, I meet with principals in the McKinley Complex. All of these meetings are beneficial in spreading the word about your new policies and answering questions first hand. Every group has been gracious and appreciative of the outreach.

A request to fill the Licensing Specialist position was approved and the announcement was posted on September 13. The internal posting will run through October 3, and I will schedule interviews as soon as possible after the posting closes.

The Educational Specialist held Teacher Education Accreditation Council (TEAC) training last week for Hawaii State Approved Teacher Education Programs (SATEP) interested in attaining TEAC accreditation. She reports that the training was well received by the attending institutions and the sessions would be helpful in their upcoming preparation for going through the national accreditation process. Thanks to Board members Holck and Cayetano for also attending the sessions. There is also ongoing work on the upcoming SATE provisional reviews for Teacher for America (TFA), Leeward Community College (LCC) and the University of Phoenix-Hawaii (UoPH), as well as the first onsite review for Halau Wanana (HW). Our specialist has also started awarding the National Board for Professional Teaching Standards (NBPTS) fee subsidies and support sessions. Thus far, 25 NBPTS candidates have received a \$500.00 subsidy, equaling a total of \$13,500 awarded. The Support Sessions began on Saturday Sept. 3, 2011. This year, all Support Sessions are held on-line using Elluminate/Blackboard with each session being

offered twice- on a Thursday afternoon/evening and a Saturday afternoon. All registered NBPTS candidates are welcome to login to any or all of the sessions.

The Data Processing Systems Analyst (DPSA) has been updating our online calendars and continuing to make revisions to the website as needed.

The Licensing Section met the challenge of the “back to school” bump in license applications. Out of 263 customer service tickets in August 2011, they have resolved 259 issues. They have also been providing feedback to HIC on use of the administrative features of the new online application, as any new system may have functions that need to be “tweaked” after put into use.

Licensing and operations data may be found at the end of the report.

Administrative Rules

Public hearings for your revised Administrative Rules have been completed in all ten districts throughout the state. There were five official testifiers; and a total of 28 attendees state-wide. Since all testimony was “in favor”, you will not make any changes and we can send the rules back to the Attorney General and Governor for final approval. The proposed changes, especially for added field options and delegation of powers, were praised by attendees as being helpful to teachers.

Legislative Update

As soon as you approve revised language for your Hawaii Revised Statutes, I will submit the documents to the Governor’s Office so it can be part of his “New Day” package to be submitted to the Legislature. Our Clerk Typist has prepared very helpful Legislative Handbooks for you, which will be distributed at the September meeting. They include contact information for the Senate and House Education Committees as well as contacts for your own home district Legislators. We will be planning a “Visit to the Capitol” and I suggest that you use the afternoon of your December meeting for this purpose. Please bring your calendars so we’ll know who is available and can begin to schedule the meetings.

Renewal and Audit Update

The Educational Specialist reports that August, September and October 2010 renewal audits have all been successfully completed and that November and December 2010 and January 2011 are “in the works”. The teacher from July 2010 who filed to comply with the audit has been notified of the action on her license.

Budget, Personnel & Strategic Planning Committee

This committee will make a recommendation for the new ten year Advanced License payments as well as amend the NBPTS proposal for support services.

Legislative & By-Laws Committee

This committee will revisit new definitions prompted by SB806, which will eventually become part of revised Administrative Rules. You will also approve revision to your Hawaii Revised Statute (HRS), which includes:

Section	Change
§302A-802	Replaces “existing pre-service higher education teacher training programs” with “state approved teacher education programs”.
§302A-803	Adds “forfeiting, restoring and conditioning” to other licensure terms.
§302A-805	Adds “permits” in addition to “licenses”; strikes “every five years” in regard to license renewal, as licenses may be valid for up to ten years.
§302A-805.5	Removes “from among the high school graduates of the State”.
§302A-807	Replaces “Refusal” of a license to “Denial”.

These are relatively minor or housekeeping changes since you had major changes last year. You will also review the positive testimony received at the public hearings, and will be able to send your revised rules back to the Attorney General and Governor for final approval.

Joint Meeting of Budget, Personnel & Strategic Planning Committee and Legislative & By-Laws Committee

The joint committees will discuss and take possible action on HTSB essential functions and steps toward self sufficiency.

Teacher Education Committee

This committee will receive nominations for two SATEP reviews: LCC and TFA; and receive a required report from Chamimade University from their prior SATEP approval. You will also consider a proposal for revision of the process for provisional SATEP reviews and if time allows, discuss the regulation of out of state SATEP.

Teacher Standards Committee

Due to the difference in time zones, Dr. Janet Welk will speak with the Teacher Standards Committee about the work of the National Independent Educator Standards Boards Association (NIESBA). You will also consider criteria for using a panel of the Board for hearings.

Joint Meeting of Teacher Education Committee and Teacher Standards Committee during the Working Lunch:

During your working lunch, the joint committees will discuss adoption of additional World Language license fields and ACTFL tests for licensure. You will also hear a report of last Friday's work session on alternative routes to licensure and the tiered licensure system.

Other

I deployed the first monthly eNewsletter via the electronic system, and it was also posted on our website under "News and Updates". While most reported that they appreciated the communication, we did have a few people object to receiving the update. Anyone may "opt out" of electronic communications in our system; however, if selected they will not receive reminders about license expiration and due date for fee payment. I will ask Hawaii Information Consortium (HIC) to make this part of their message so teachers understand they will not receive these important reminders should they elect to "opt out".

In Executive Session, you are scheduled to continue the hearing on Case 10-08, which was deferred last month at the teacher's request.

New Business Items

The following New Business Items will be considered at the meeting:

NBI	Title	Notes
10-48Rev	Request for Proposal for NBPTS Support Process	Amends the language to include responsibility for NBPTS fee subsidy administration.
11-02Rev	SB806 Definitions	Asks you to approve new definitions as a result of passage of SB806.
11-10	Revision to Hawaii Revised Statute	Asks you to approve revisions to your HRS.
11-11	Approval of Revised Administrative Rules	Asks you to approve the revised Administrative Rules to be submitted to the Attorney General and Governor for final approval.
11-12	Regarding Advanced License Payments	Asks you to approve new payment criteria for those seeking a ten year Advanced License.
11-13	Essential Functions	Asks you to identify HTSB essential functions.
11-14	Self Sufficiency	Asks you to consider steps toward eventual self sufficiency for HTSB.
11-15	Revision of State Approval of Teacher Education Process for Provisional Reviews	Revises the process for provisional reviews, which are conducted by HTSB staff. SATEP must have provisional approval prior to seeking national accreditation.
11-16	Leeward Community College SATEP Review Teams	Approval for SATE review teams for LCC Provisional Approval.
11-17	Teach for America SATEP Review Team	Approval for SATE review teams for TFA Provisional Approval.
11-18	Acceptance of Chaminade University SATE Condition Report	Acceptance of reports submitted by Chaminade University as required in their last SATE approval conditions.
11-19	Professional Fitness Hearing Panel	Criteria for hearing panels which will allow hearings to be held on days other than regular business meetings, thus giving adequate time for the hearing process.
11-20	Adoption of Additional World Language Licensure Tests and License Fields	Asks you to approve additional World Language license fields and ACTFL tests for licensure, as a result of the World Language Work Group recommendations.
11-21	License Approval	Approval of licenses processed in the last month.
11-22	Case 10-08	Asks you to consider a request to make an exception to the license renewal requirements.

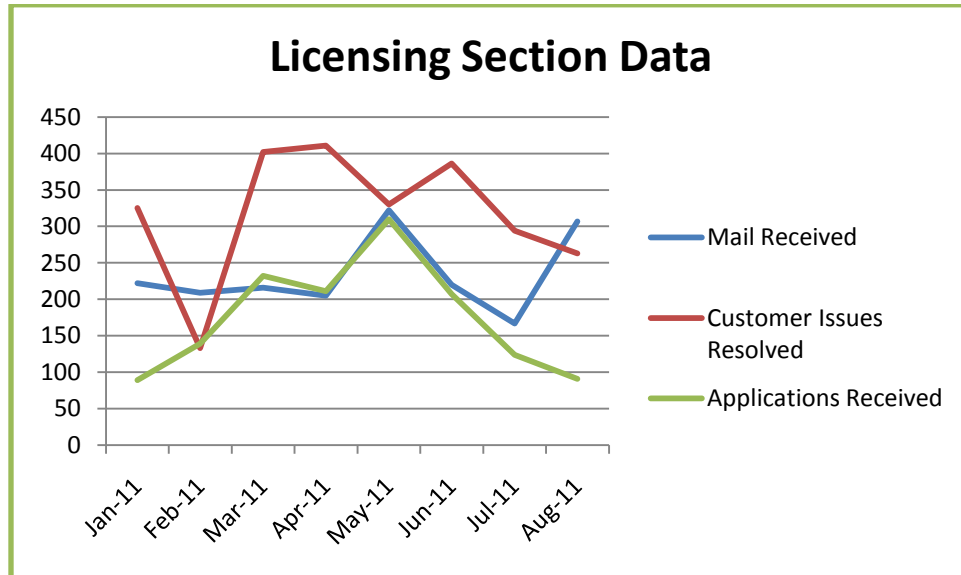
Enc.

1. Folder: ACTFL Documents
 - a. ACTF Comparison Chart
 - b. ACTFL OPI and OPIc
 - c. ACTFL Test Brochure
 - d. ACTFL Test Construct Validity Study
 - e. ACTFL Test Price List
 - f. ACTFL Writing Proficiency Test Product Sheet
 - g. ACTFL Technical Report
 - h. ACTFL Tests Statement
 - i. State DOEs using ACTFL Assessments for Credentialing 2010
2. Folder: Chaminade Documents
 - a. Chaminade Course Syllabi (folder)
 - b. Chaminade Standard 2 Attachments (folder)
 - c. Chaminade Standard 4 Attachments (folder)
 - d. Chaminade Executive Summary
 - e. Chaminade Standard 2 Report
 - f. Chaminade Standard 4 Report
 - g. Chaminade Transmittal Letter to HTSB
3. 5/16/11 Approved Minutes
4. 6/20/11 Approved Minutes
5. 7/22/11 Approved Minutes
6. 8/26/11 Unapproved Minutes
7. Admin Rules Revised with Highlights
8. Agenda 9/23/11
9. Google Web Statistics 7/1/10-8/31/11
10. World Language Work Group Report (for reference for ACTFL discussion)
11. Emergency Hires August 2011, excel
12. Combination Expiring and No Payment Lists, excel
13. Hearing data, excel
14. Out of State SATEP Rev Data, excel
15. NBI 10-48: RFP NBPTS Support Rev
16. NBI 11-02: SB806 Definitions Rev
17. NBI 11-10: HRS Revision
18. NBI 11-11: Admin Rule Approval
19. NBI 11-12: Adv. License Fee Payment
20. NBI 11-13: Essential Functions
21. NBI 11-14: Self Sufficiency
22. NBI 11-15: SATEP Provisional Reviews
23. NBI 11-16: LCC SATEP Teams
24. NBI 11-17: TFA SATEP Teams
25. NBI 11-18: Chaminade Reports
26. NBI 11-19: Hearing Panel
27. NBI 11-20: ACTFL Tests
28. NBI 11-21: License Approval
29. NBI 11-22: Case 10-08

DATA

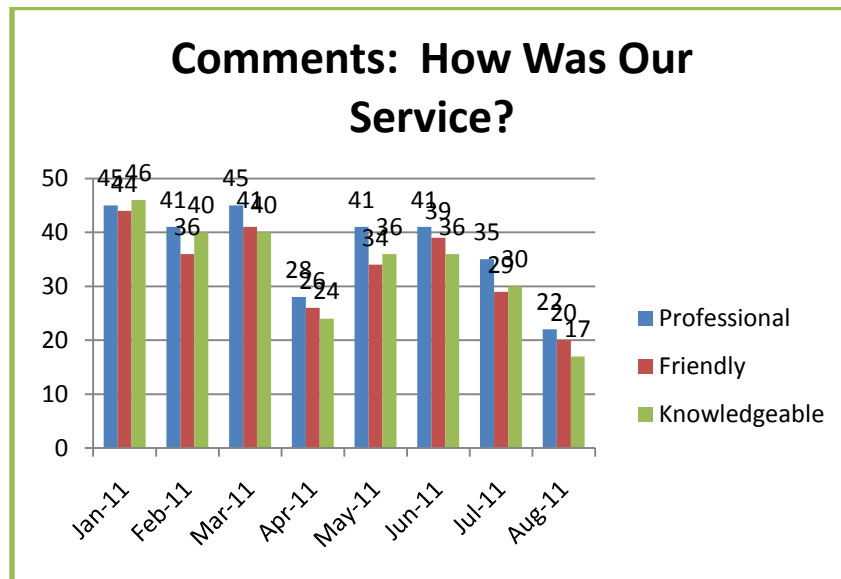
Licensing Section Data

Date	Mail Received	Customer Issues Resolved	Applications Received
Jan-11	222	325	89
Feb-11	209	133	139
Mar-11	216	402	232
Apr-11	205	411	211
May-11	322	330	310
Jun-11	220	386	207
Jul-11	167	294	124
Aug-11	307	263	91

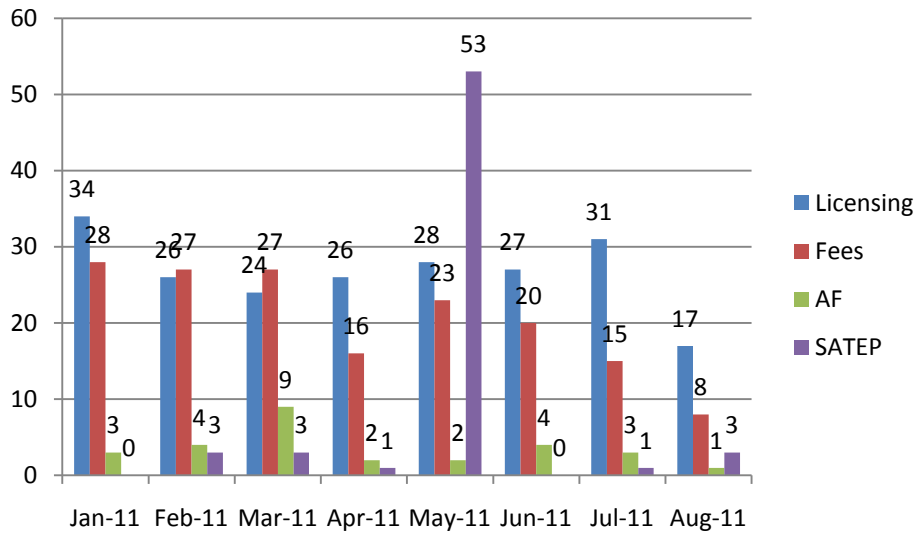


Comment Cards Received

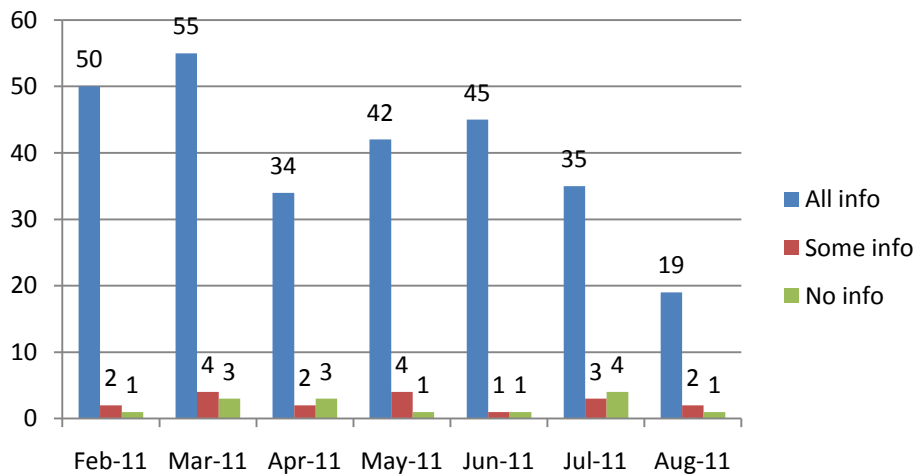
Date	January	February	March	April	May	June	July	August
Number Received	68	60	68	45	51	61	45	39
Staff was:								
Professional	48	41	45	28	41	41	35	22
Friendly	47	36	41	26	34	39	29	20
Knowledgeable	45	40	40	24	36	36	30	17
Inquiry:								
Licensing	36	26	24	26	28	27	31	17
Fees	28	27	27	16	23	20	15	8
Adding a Field	3	4	9	2	2	4	3	1
SATEP	0	3	3	1	53	0	1	3
Did You Get the Information You Needed?								
All	49	50	55	34	42	45	35	19
Some	4	2	4	2	4	1	3	2
None	2	1	3	3	1	1	4	1



Comments: How Can We Help You?



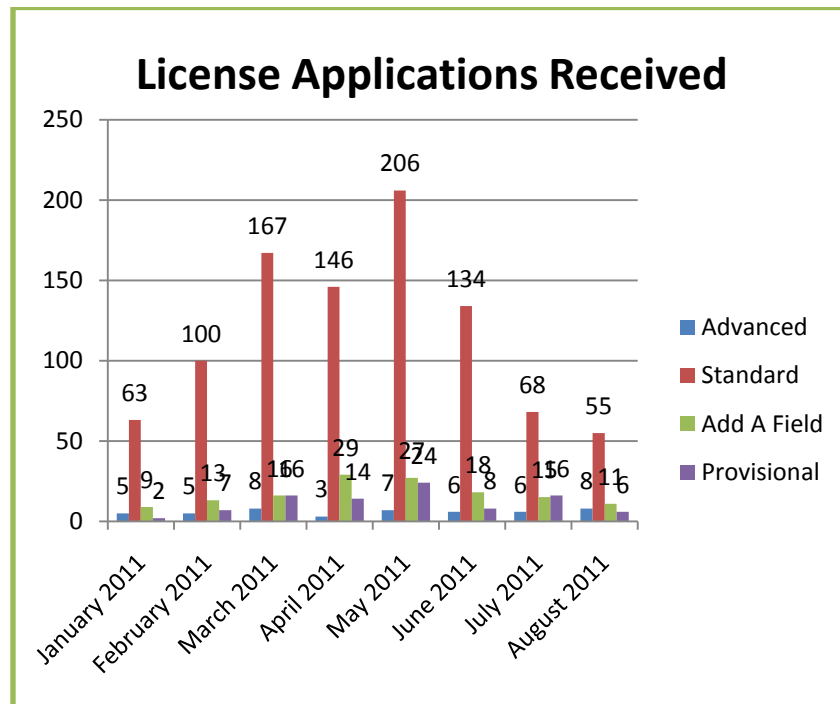
Comments: Did You Get the Information You Requested?



Licensing Information since January 2011

New License Applications Received Since January 2011

New Applications Received	January 2011	February 2011	March 2011	April 2011	May 2011	June 2011	July 2011	August 2011
Advanced	5	5	8	3	7	6	6	8
Standard	63	100	167	146	206	134	68	55
Add A Field	9	13	16	29	27	18	15	11
Provisional	2	7	16	14	24	8	16	6



License Information by Field since January 2011

# Licenses Issued By Field Since January 2011	Total
Art K-6	0
Art 7-12	13
Art K-12	11
CTE- Arts and Communication 7-12	0
CTE- Arts and Communication Vocational 7-12	0
CTE-Business 7-12	4
CTE-Business Vocational 7-12	0
CTE- Industrial and Engineering Technology 7-12	5
CTE- Industrial and Engineering Technology Vocational 7-12	1
CTE- Natural Resources 7-12	0
CTE- Natural Resources Vocational 7-12	0
CTE- Public and Human Services	2
CTE- Public and Human Services Vocational	2
Drama/Theatre Arts K-6	0
Drama/Theatre Arts 7-12	2
Drama/Theatre Arts K-12	1
Early Childhood Education	66
Elementary	561

Education	
English 7-12	99
English 5-9	38
Guidance	0
Hawaiian Language	1
Hawaiian Language Immersion PK-3	0
Hawaiian Language Immersion K-6	0
Hawaiian Language Immersion 7-12	3
Hawaiian Language Immersion K-12	6
Hawaiian Studies	3
Health K-6	1
Health 7-12	6
Health K-12	4
Languages - Chinese	0
Languages - Filipino	0
Languages - French	2
Languages - German	2
Languages - Japanese	1
Languages - Korean	0
Languages - Latin	0
Languages - Russian	2
Languages - Spanish	16
Mathematics 7-12	84
Mathematics 5-9	40
Music K-6	0
Music 7-12	10
Music K-12	11

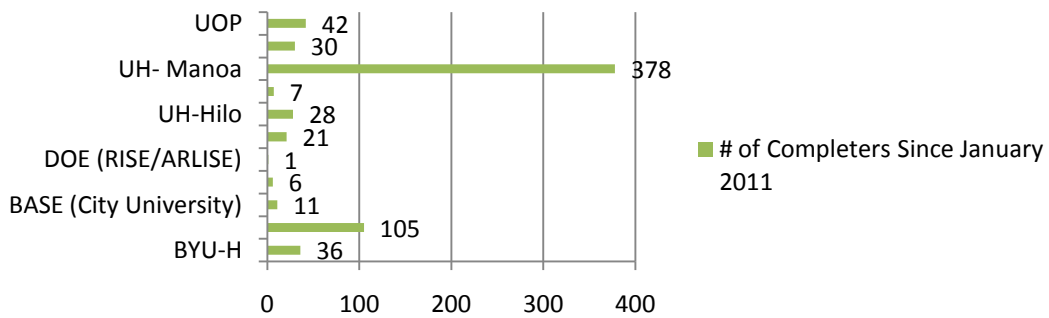
Physical Education K-6	0
Physical Education 7-12	6
Physical Education K-12	19
Reading K-6	5
Reading 7-12	3
Reading K-12	7
Reading Specialist	8
School Counselor K-6	1
School Counselor 5-9	0
School Counselor 7-12	2
School Counselor K-12	40
School Librarian	7
Science 7-12	72
Science 5-9	32
Social Studies 7-12	93
Social Studies 5-9	33
Special Education P-3	29
Special Education K-6	44
Special Education 5-9	4
Special Education 7-12	6
Special Education K-12	73
SPED – Blind/Visually Impaired P-3	1
SPED – Blind/Visually Impaired K-12	1
SPED – Deaf/Hard of Hearing P-3	3

SPED – Deaf/Hard of Hearing K-12	3
Special Education MM P-3	12
Special Education MM K-6	30
Special Education MM 5-9	0
Special Education MM 7-12	14
Special Education MM K-12	90
SPED - Orientation and Mobility P-3	3
SPED - Orientation and Mobility K-12	1
SPED - Orthopedically Handicapped P-3	3
SPED - Orthopedically Handicapped K- 12	2
Special Education SP P-3	7
Special Education SP K-6	6
Special Education SP 5-9	0
Special Education SP 7-12	7
Special Education SP K-12	11
Speech	0
TESOL P-3	5
TESOL K-6	8
TESOL 5-9	3
TESOL 7-12	7
TESOL K-12	13
TOTAL	1696

Program Completers Reported from Hawaii IHEs since January 2011

IHE	# of Completers Since January 2011
BYU-H	36
Chaminade (includes counselors)	105
BASE (City University)	11
Halau Wanana	6
DOE (RISE/ARLISE)	1
HPU	21
UH-Hilo	28
Kahuawaiola	7
UH- Manoa	378
UH-West Oahu	30
UOP	42
TOTAL	665

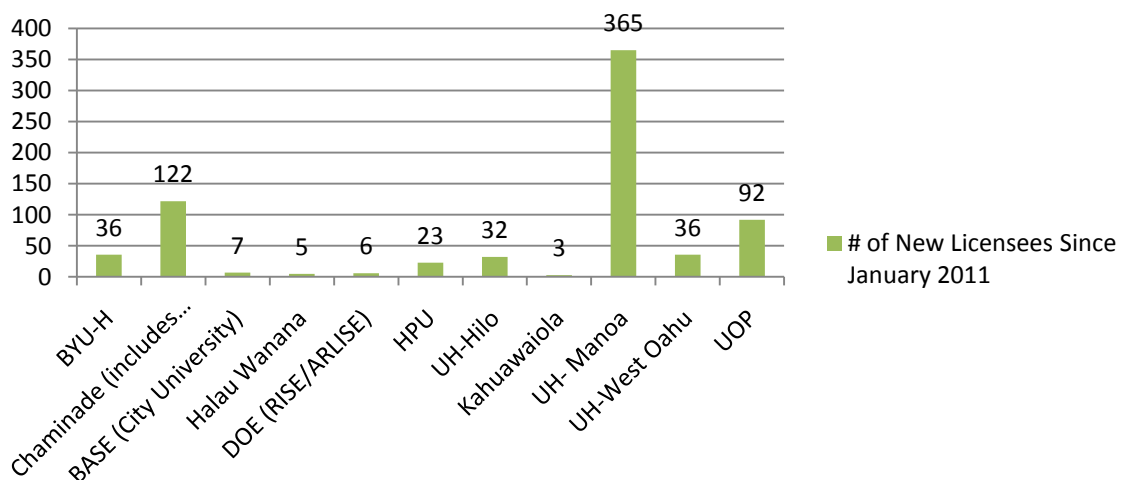
of Completers Since January 2011



New Licensees from Hawaii IHEs since January 2011

Total by IHE	# of New Licensees Since January 2011
BYU-H	36
Chaminade (includes counselors)	122
BASE (City University)	7
Halau Wanana	5
DOE (RISE/ARLISE)	6
HPU	23
UH-Hilo	32
Kahuawaiola	3
UH- Manoa	365
UH-West Oahu	36
UOP	92
TOTAL	727

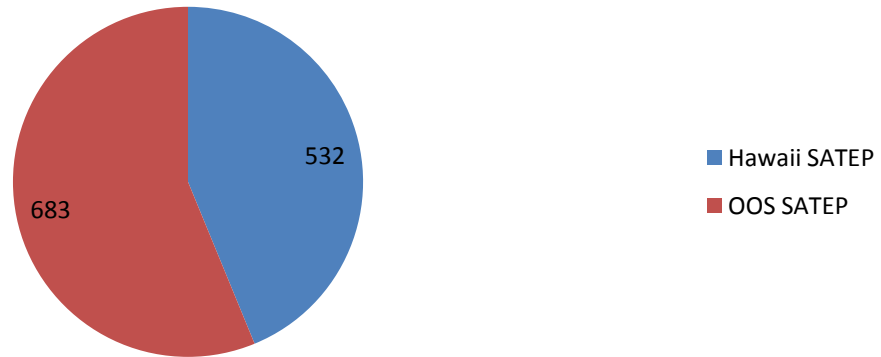
of New Licensees Since January 2011 By Hawaii IHEs



Hawaii and Out of State SATEP Information for Newly Licensed Teachers

SATEP Information	# of Program Completers
Hawaii SATEP	532
OOS SATEP	683

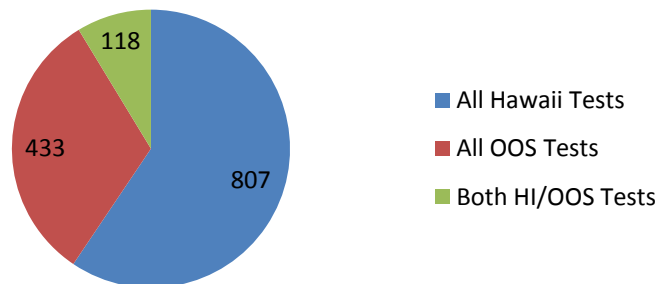
of In/Out of State Program Completers Since January 2011 for those Newly Licensed



Use of In and Out of State Tests by Newly Licensed Teachers

TEST Information	# Test Takers Since January 2011
All Hawaii Tests	807
All OOS Tests	433
Both HI/OOS Tests	118

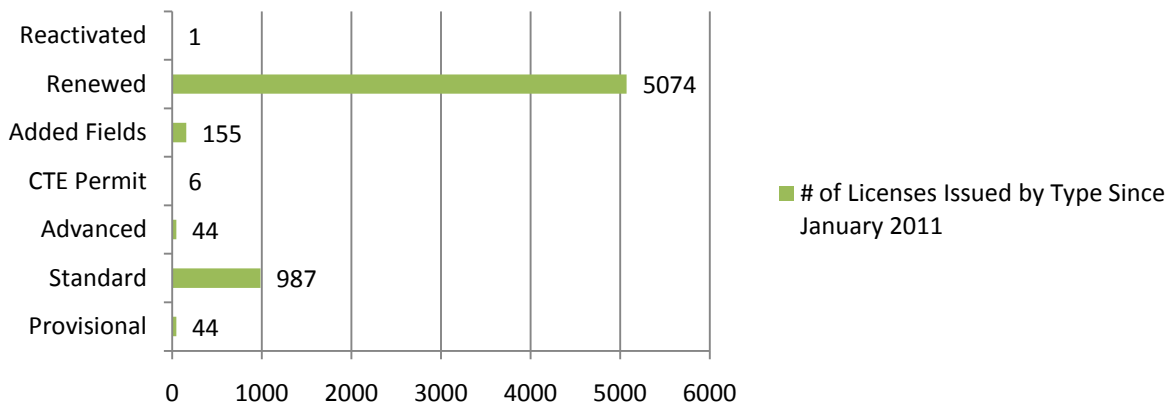
Test Takers Since January 2011 of those Newly Licensed



Total Number of Licenses Issued by Type since January 2011

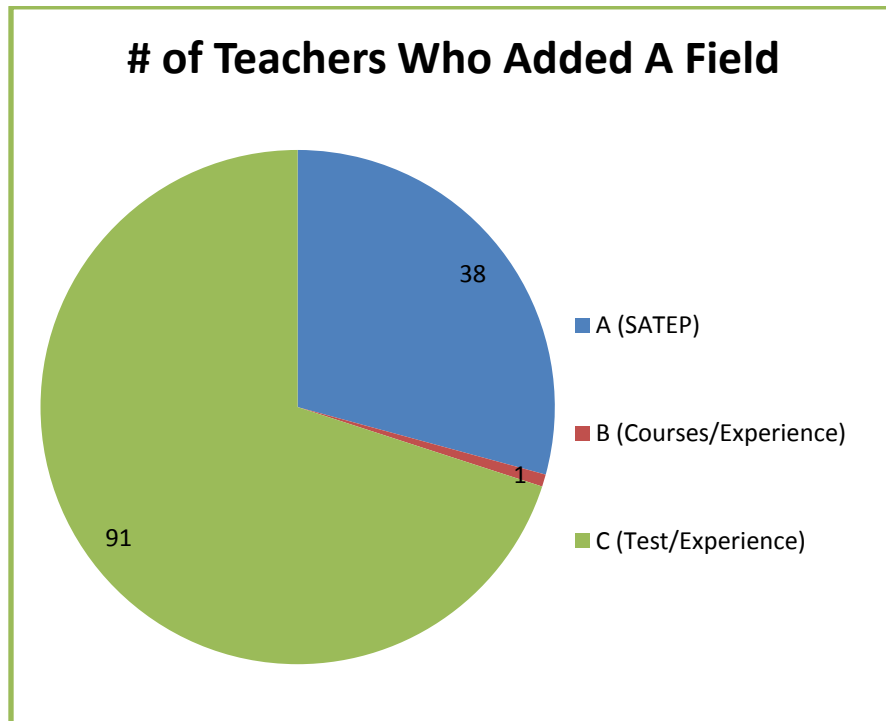
Types of Licenses Issued	# of Licenses Issued by Type Since January 2011
Provisional	44
Standard	987
Advanced	44
CTE Permit	6
Added Fields	155
Renewed	5074
Reactivated	1

of Licenses Issued by Type Since January 2011



Methods for Adding Fields since January 2011

Method to Add Fields	# of Teachers Who Added A Field
A (SATEP)	38
B (Courses/Experience)	1
C (Test/Experience)	91



Licenses Issued in Hawaiian Fields since January 2011

Licenses Issued in Hawaiian Fields	Total
Hawaiian Language 7-12	4
Hawaiian Language Immersion P-3	0
Hawaiian Language Immersion K-6	0
Hawaiian Language Immersion 7-12	0
Hawaiian Language Immersion K-12	5
Hawaiian Studies 7-12	3
Total	12

New Licensees for Hawaiian Fields by Institution since January 2011

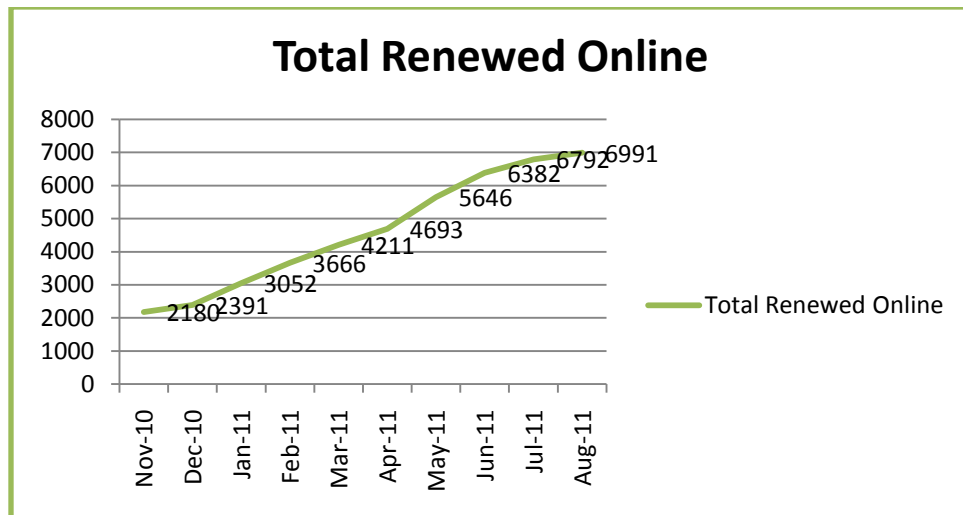
New Licensees for Hawaiian Fields by Institution (includes all Hawaiian fields above)	Total
Kahuawaiola	3
Halau Wanana	0
UH-Manoa	2
Total	5

Program Completers by Hawaiian Fields by Institution since January 2011

Program Completers for Hawaiian Fields by Institution (includes all Hawaiian fields above)	Total
Kahuawaiola	9
Halau Wanana	3
UH-Manoa	4
Total	16

License Renewal Information Cumulative

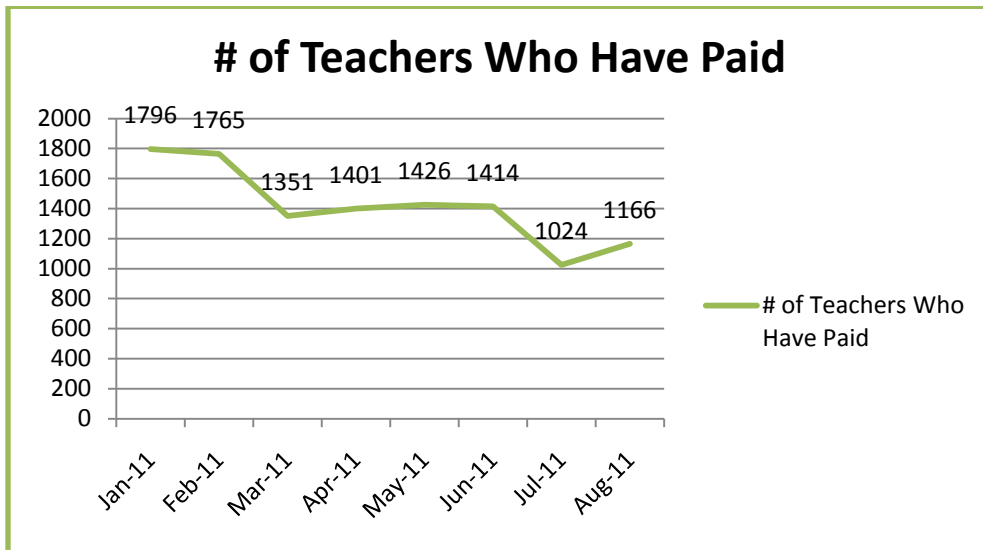
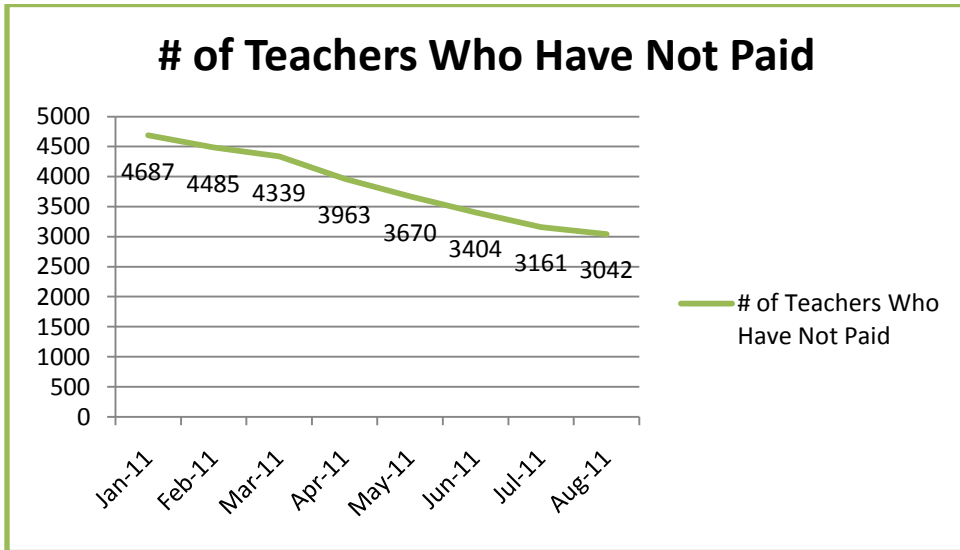
Date	Total Renewed Online
Nov-10	2180
Dec-10	2391
Jan-11	3052
Feb-11	3666
Mar-11	4211
Apr-11	4693
May-11	5646
Jun-11	6382
Jul-11	6792
Aug-11	6991



License Fee Payment/Non-Payment Information

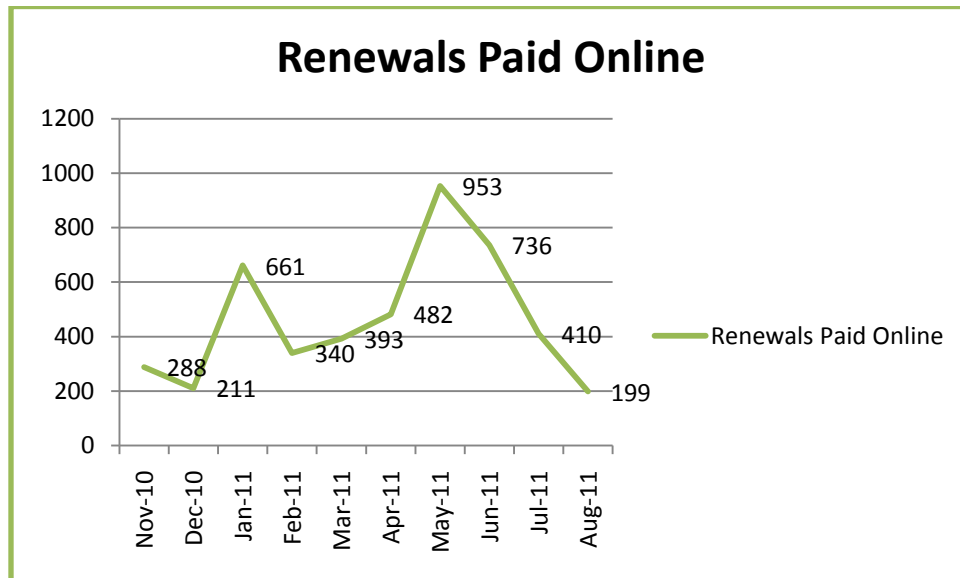
Number of Online Payments

Date	# of Teachers Who Have Not Paid	# of Teachers Who Have Paid
Jan-11	4687	1796
Feb-11	4485	1765
Mar-11	4339	1351
Apr-11	3963	1401
May-11	3670	1426
Jun-11	3404	1414
Jul-11	3161	1024
Aug-11	3042	1166



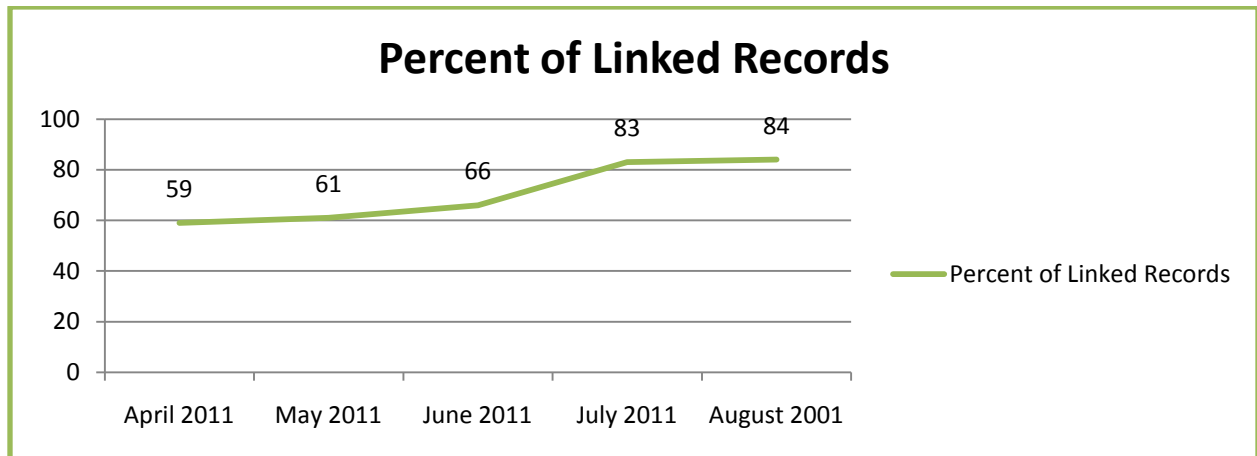
License Renewal Information by Month

Date	Renewals Paid Online
Nov-10	288
Dec-10	211
Jan-11	661
Feb-11	340
Mar-11	393
Apr-11	482
May-11	953
Jun-11	736
Jul-11	410
Aug-11	199
TOTAL	4064



**Percentage of Teachers Who Have Created an Online Account (Linked)
Out of Total Number of Accounts**

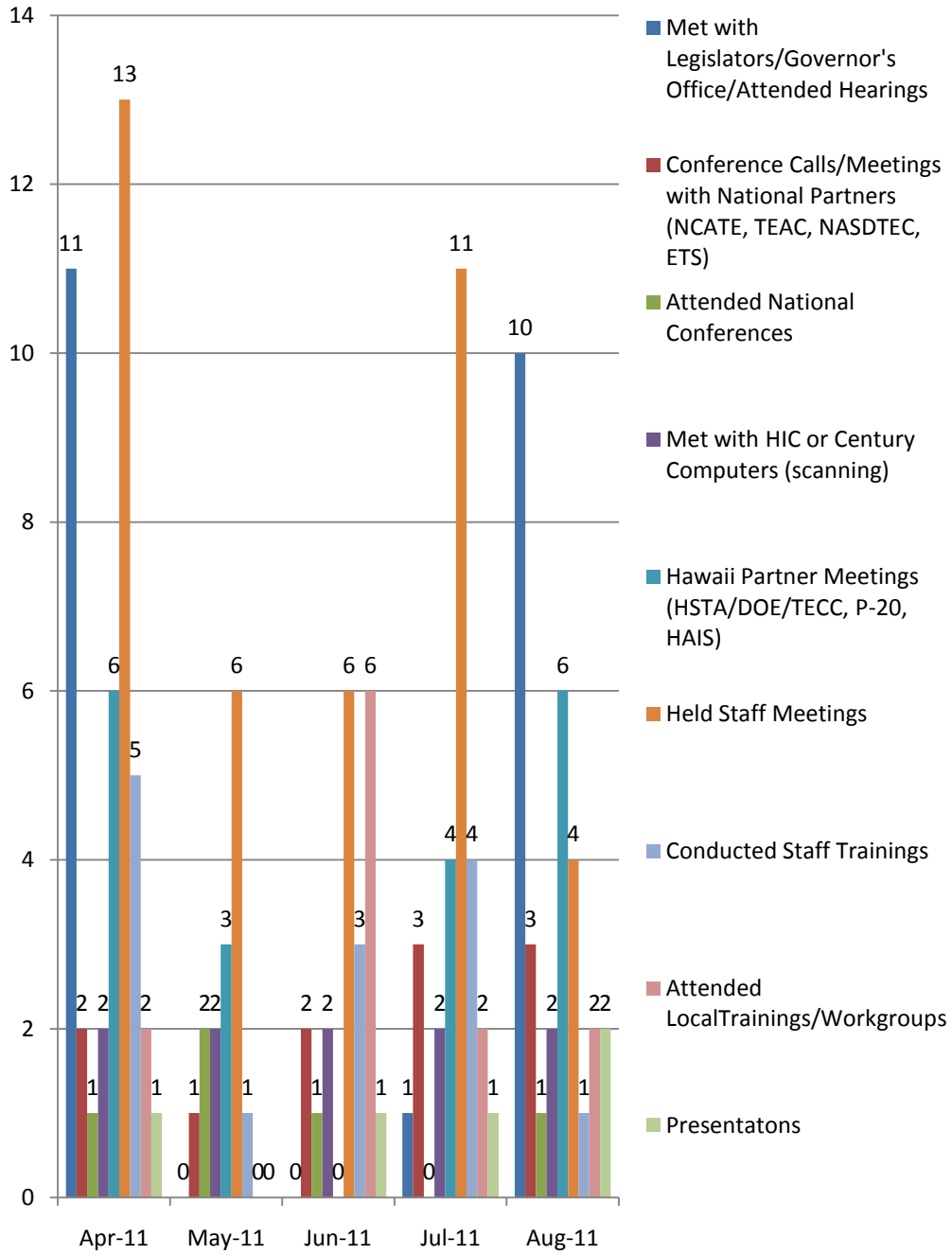
	April 2011	May 2011	June 2011	July 2011	August 2011
Percent of Linked Records	59	61	66	83	84



Executive Director Data

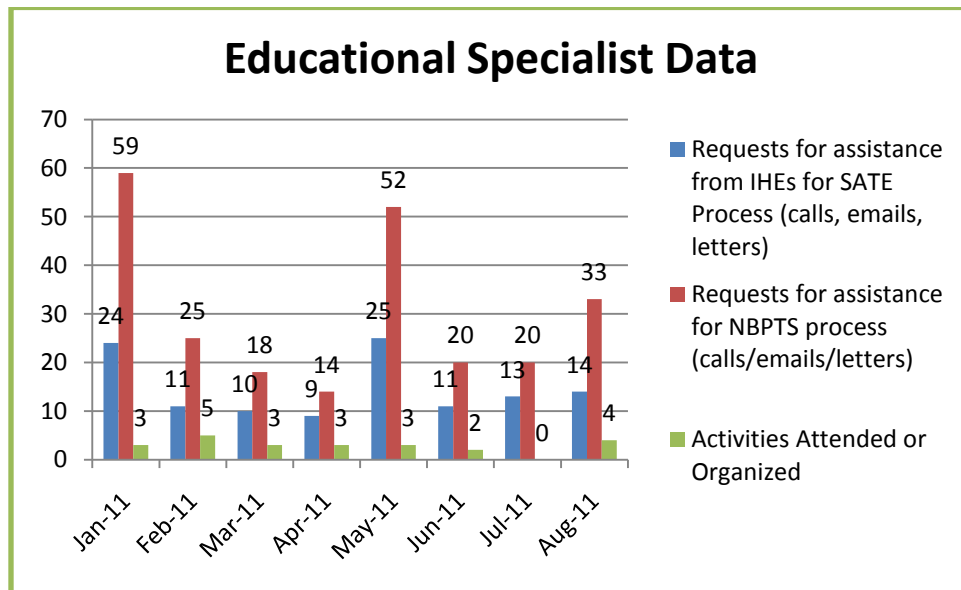
Executive Director Data	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11
Met with Legislators/Governor's Office/Attended Hearings	3	11	8	11	0	0	1	10
Conference Calls/Meetings with National Partners (NCATE, TEAC, NASDTEC, ETS)	5	2	5	2	1	2	3	3
Attended National Conferences	0	0	1	1	2	1	0	1
Met with HIC or Century Computers (scanning)	2	4	2	2	2	2	2	2
Hawaii Partner Meetings (HSTA/DOE/TECC, P-20, HAIS)	3	4	2	6	3	0	4	6
Held Staff Meetings	18	13	16	13	6	6	11	4
Conducted Staff Trainings	6	4	2	5	1	3	4	1
Attended Local Trainings/Workgroups	2	1	5	2	0	6	2	2
Presentations	1	2	0	1	0	1	1	2

Executive Director Data



Educational Specialist Data

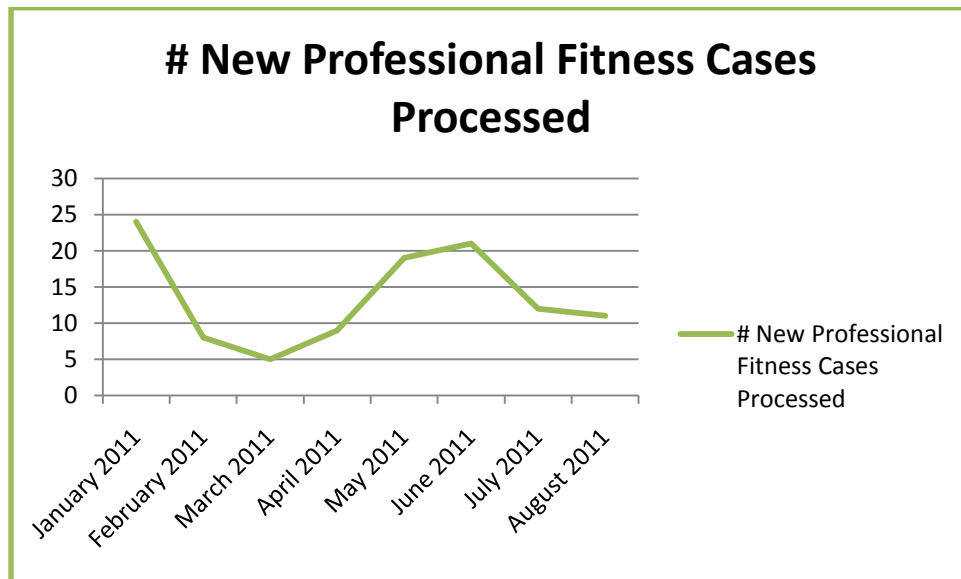
Educational Specialist Data	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11
Requests for assistance from IHEs for SATE Process (calls, emails, letters)	24	11	10	9	25	11	13	14
Requests for assistance for NBPTS process (calls/emails/letters)	59	25	18	14	52	20	20	33
Activities Attended or Organized	3	5	3	3	3	2	0	4



Personnel Specialist Data: Position Vacant

Professional Fitness Information

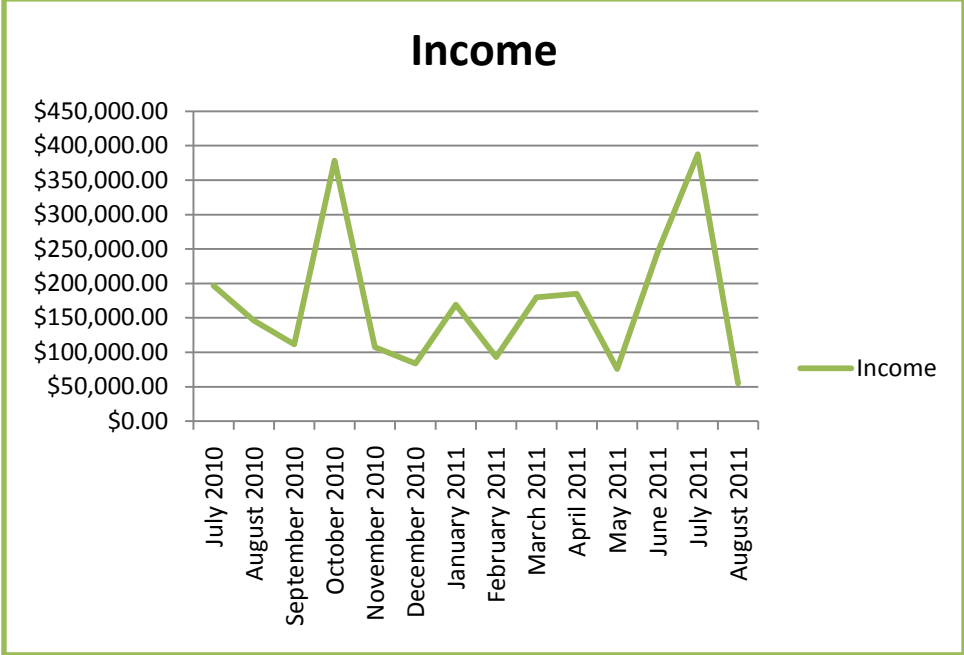
	January 2011	February 2011	March 2011	April 2011	May 2011	June 2011	July 2011	August 2011
# New Professional Fitness Cases Processed	24	8	5	9	19	21	12	11



Financial Update

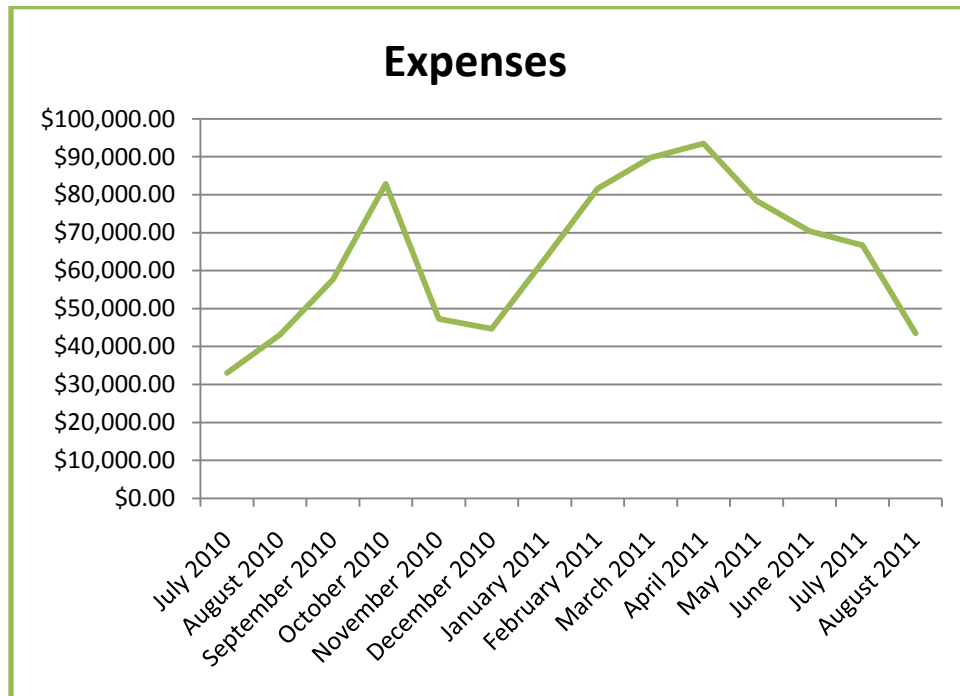
Income

Month	Income
July 2010	\$196,728.00
August 2010	\$146,108.00
September 2010	\$111,883.00
October 2010	\$378,477.00
November 2010	\$107,283.00
December 2010	\$83,780.00
January 2011	\$169,156.00
February 2011	\$93,319.00
March 2011	\$179,848.00
April 2011	\$185,257.29
May 2011	\$75,889.16
June 2011	\$244,740.31
July 2011	\$387,769.76
August 2011	\$54,881.00
TOTAL	\$1,651,839.29



Expenses

Expenses	
July 2010	\$33,014.00
August 2010	\$43,059.00
September 2010	\$57,623.00
October 2010	\$82,845.00
November 2010	\$47,275.00
December 2010	\$44,700.00
January 2011	\$63,071.00
February 2011	\$81,626.00
March 2011	\$89,762.00
April 2011	\$93,504.00
May 2011	\$78,420.00
June 2011	\$70,412.00
July 2011	\$66,636.00
August 2011	\$43,464.00
TOTAL	\$851,947.00

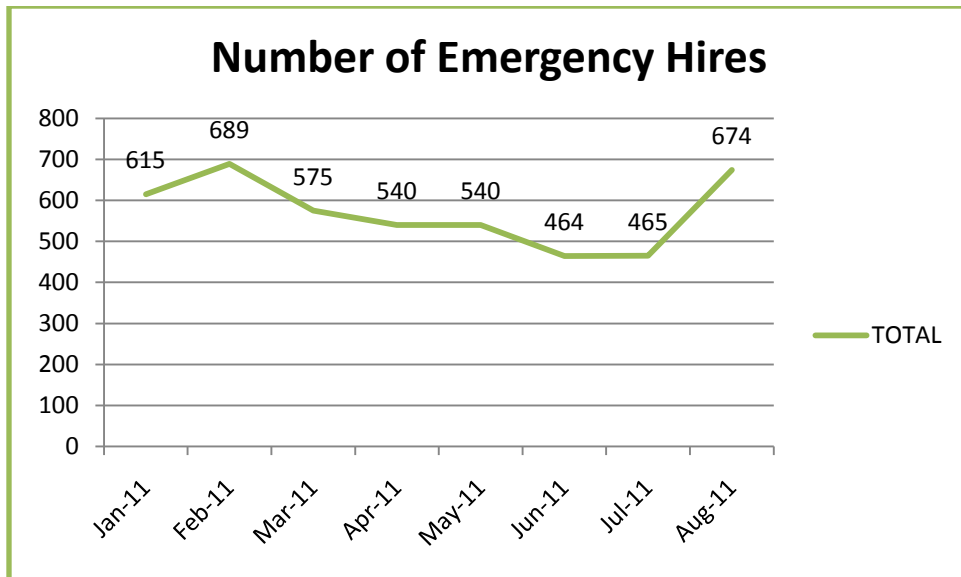


Note: At time of report, all expenses may not be recorded.

Emergency Hire Data

	Code W (SATEP Complete, Lacking Tests)	Code 5 (No SATEP)	TOTAL
Date			
Jan-11	331	284	615
Feb-11	378	311	689
Mar-11	300	275	575
Apr-11	273	267	540
May-11	280	260	540
Jun-11	216	248	464
Jul-11	214	251	465
Aug-11	420	109	674*

***Because of a new report format from the DOE, TFA and Charter School teachers were not reported as “W or 5” this month. I have requested a revised report for next month.**



Emergency Hire Teachers

