

TEACHERS TO RENEW LICENSES ONLINE

Jonathan Gillentine, Chair of the Hawaii Teacher Standards Board, announced the Board's soon-to-be-launched online license renewal system. "It's been a long time coming and we appreciate teachers' patience and understanding. The Board has steadfastly overcome numerous challenges which delayed the delivery of this online licensing system.

"Since last Fall we have made great progress and expect that teachers with licenses expiring in October 2009 and later will be renewing their license online by submitting their Professional Growth Plan," Gillentine finished.

In preparation for the October launch, the Board is scheduling after-school meetings on each island to explain what teachers can expect as they renew their license. Meetings will be held on each island. Informational materials will be sent to schools for distribution to all teachers. Teachers must bring these materials to the meetings

so they can refer to and ask questions about them during the meeting. In the event teachers have not received the materials, copies can be downloaded from the Web site after August 10, 2009.

If a teacher is unable to attend the informational meetings, the Board suggests sending question(s) with a colleague who will be attending the meeting.

The Board is preparing video clips for viewing on its Web site starting October.



GILLENTE

"Teachers with licenses expiring in October 2009 and later will renew their license online..."

NEW LOOK FOR HTSB WEB SITE

www.htsb.org

Along with the announcement of the upcoming online license renewal, HTSB Chairperson Jonathan Gillentine also was proud to unveil the Board's new Web site, "We were delaying the launch of the new site so it would coincide with the availability of the new licensing system. I think teachers will like the feel and look of the new site."

"It is easy to understand and easy to navigate. Additionally, the staff can now update portions of the site themselves so updates will be made in a more timely fashion. Please visit the site and see for yourselves!" urged Gillentine.

PAYING LICENSE FEES ONLINE AND UP FRONT

Until the Legislature passed HB183 this session, teachers who work for the Department of Education were required to pay teacher license fees via payroll deduction. Hawaii is the only state in the country that requires this method of paying license fees. In every other state, teachers pay for their license prior to receiving it. Every other profession in Hawaii also pays for licenses in advance much like how drivers pay for a driver's license before getting and using it.

Switching to this payment method will greatly streamline and expedite the licensing process:

- When applicants see **online** that they meet all licensing requirements, they pay their fees online making their license effective date the day of payment. Applicants will no longer have to rely on when the postal service delivers their fee payment to determine the effective date of their license. Neighbor island and mainland applicants especially will benefit greatly.
- New licensees who are contracted by the DOE after becoming licensed will no longer need to request HTSB reimbursement of the license fees that are paid via payroll deduction. The reimbursement process required additional steps and time before licensees received their reimbursement.
- Applicants who leave the DOE and return to teach will always know if their fees (and their license) are current. This will expedite the renewal or re-issuance of their license.

The time saved will greatly increase the amount of staff time available to review license documents... a Labor-intensive process that only humans can perform.

LICENSE FEE PAYMENT OPTIONS

Starting October teachers will pay for their license fees using a credit card or an eCheck. The first teachers to use this new process are those who will be renewing their license this Fall. The Board is offering the following payment options to help teachers become accustomed to this new method.

Licensees with an effective license date on or after September 30, 2009 through June 30, 2014 can use one of the following options:

OPTION 1: Make one payment of \$240.00 for the five-year license fee. The Board will pay the convenience and transaction fees for this transaction to encourage selection of this option.*

OPTION 2: Make two payments of \$120.00 each during the first year of the license and pay associated convenience and transaction fees with each payment.*

OPTION 3: Make four payments of \$60.00 each during the first year of the license and pay associated convenience and transaction fees with each payment.*

OPTION 4: Make twelve payments of \$20.00 each during each of the twelve months of the first year of the license and pay associated convenience and transaction fees with each payment.*

LICENSE FEE PAYMENT OPTIONS - continued

Existing licensees with an effective license date prior to September 30, 2009 will have the following options for payment of their license fee:

OPTION 1: Charge or submit an eCheck annual payment online of \$48.00 in each remaining year of the license and pay associated convenience and transaction fees with each payment.*

OPTION 2: Charge or submit an eCheck in semi-annual payments online of \$24.00 in each remaining year of the license and pay associated convenience and transaction fees with each payment.*

OPTION 3: Charge or submit an eCheck in quarterly payments online of \$12.00 in each remaining year of the license and pay associated convenience and transaction fees with each payment.*

OPTION 4: Charge or submit an eCheck lump sum payment online of the remaining license fee amount due on their license. *The Board will pay the convenience and transaction fees for this transaction to encourage selection of this option.**

Emergency hires with an effective permit date on or after September 30, 2009 must select one of the following options for payment of their emergency hire permit fees via the automated HTSB checkout system on www.htsb.org using a credit card or eCheck:

OPTION 1: Make one payment of \$48.00 for the one-year emergency hire permit fee. The Board will pay the convenience and transaction fees for this transaction to encourage selection of this option.*

OPTION 2: Make two payments of \$24.00 for the one-year emergency hire permit fee and pay associated convenience and transaction fees with each payment.*

OPTION 3: Make four payments of \$12.00 for the one-year emergency hire permit fee and pay associated convenience and transaction fees with each payment.*

Licensees with an effective license date on or after July 1, 2014 must pay all license fees via automatic HTSB checkout system on www.htsb.org using a credit card or eCheck upon meeting the requirements for their license application as follows:

OPTION 1: Make one payment of \$240.00 for the five-year license fee. The Board will pay the convenience and transaction fees for this transaction to encourage selection of this option.*

OPTION 2: Make two payments of \$120.00 each during the first year of the license and pay associated convenience and transaction fees with each payment.*

* Credit card companies, banks and the Hawaii Information Consortium, the company that administers the online process, assess the convenience and transaction fees. The Hawaii Teacher Standards Board receives no portion of these fees.

BUDGET CUTS AND NATIONAL BOARD CERTIFICATION

Due to statewide budget cutbacks, the Hawaii Teacher Standards Board must reduce its air travel costs related to candidate support sessions. To continue access to the sessions for neighbor islanders, some of the sessions may be online instead of face-to-face.

The 2009-2010 schedule of National Board Certification support sessions is posted on our Web site. Candidates should register now to attend sessions so that the number and sites of sessions can be determined and finalized as soon as possible.

Preliminary plans for the 2009 National Board Recognition Luncheon are underway, but because of budget prohibitions on meal expenses, the Board is asking businesses and legislators to sponsor teacher candidates and NBCTs. If this does not prove to be fruitful, the Board may have to ask teachers to pay for their own expenses to the workshops and lunch. 2008 NBCTs and 2009 candidates are asked to keep an eye out for communications from our office and to respond as quickly as possible since events may occur on short notice.

EXECUTIVE DIRECTOR SHARON MAHOE TO RETIRE

After serving as executive director of the Hawaii Teacher Standards Board for the past 12 years, Sharon Mahoe announced her retirement.

Upon hearing the news Board Chair Jonathan Gillentine said, "Sharon has a wealth of knowledge and experience. She consistently goes above and beyond the call of duty to provide the best guidance possible to HTSB. I know I speak for my colleagues on the Board in conveying our most sincere appreciation to Sharon for her work. We also offer congratulations on her well-deserved retirement and wish her well in her next endeavor, whatever that might be. We will miss her positive attitude, her tremendous sense of dedication, and her commitment to the profession."

During her time with the HTSB, Sharon worked to elevate the teaching profession by:

- Helping the Board to not just establish Hawaii's first performance standards for teachers, school librarians, and school counselors, but to resist attempts to

lower these standards because of some people's belief that "anyone can teach."

- Supporting the development of a code of ethics for teachers to help strengthen public confidence in the profession
- Persevering with the Board through various challenges to build our soon-to-be launched electronic licensing system to tap technology to expedite our work
- Advocating for the value of National Board Certification and pushing for various incentives to encourage teachers to pursue this invaluable professional experience
- Speaking out for policies that recognize teachers as professionals and that ensure the existence of a strong and autonomous professional board.

Lorilene Pereira, Board Vice-Chair added, "Sharon's dedication as Executive Director will be truly missed as she leaves her position. She works tirelessly to do her best and her work ethic is truly admirable."