

**HAWAII TEACHER STANDARDS BOARD  
BUSINESS MEETING**

**Friday, March 27, 2020**

**Meeting Conducted by Remote Technology**

**MINUTES**

**PRESENT:**

Louise Cayetano	Kariane Park Toyama
Cynthia Covell for Dr. Christina Kishimoto	Catherine Payne
Dr. Lisa DeLong	Dawn Raymond
Lokelani Han	Kim Sanders
Dr. Amelia Jenkins for Dr. Nathan Murata	Dr. Wai`ale`ale Sarsona
Branden Kawazoe	Felicia Villalobos
Jonathan Kissida	

**ABSENT:**

Cory Gordon	Les Murashige
Justin Mew	Brad Shimizu

**STAFF:**

Lynn Hammonds, Executive Director  
Tracey Idica, Licensing Specialist  
Raymond Rodriguez, Licensing Specialist  
Elaine Hutchinson, Secretary

**CALL TO ORDER:**

Chairperson Villalobos called the meeting to order at 3:00 p.m.

**ROLL CALL TO ESTABLISH QUORUM:**

Chairperson Villalobos called the roll and established quorum.  
Thirteen members were present, four members were absent.

**AMENDMENT OF AGENDA:** None.

**ANNOUNCEMENTS:** The May 8, 2020, Strategic Planning Retreat is cancelled.

**APPROVAL OF MINUTES:**

The minutes of the March 6, 2020, meeting were approved as written.  
(Cayetano/Raymond)

**TESTIMONY, PETITIONS FROM THE PUBLIC:**

Written Testimony submitted regarding NBI 19-42 by:

- Chaminade University of Honolulu
- Hawaii Pacific University
- Teach for America
- University of Hawai`i at West Oahu
- Mary Heller

**TOPIC:** NBI 19-42: Consideration of Temporary Suspension of the 450 Hour Requirement for Supervised Clinical Experience in Student Teaching, Internship, or Residency of Teacher Candidates in Hawaii State Approved Teacher Education Programs due to the Novel Coronavirus COVID-19 Pandemic.

**DISCUSSION:** University of Hawaii at Manoa Request for Emergency Meeting and Suspension of the Rules.

**ACTION:** Approved. (DeLong/Covell)

**ADJOURNMENT:**

Chairperson Villalobos adjourned the meeting at 3:41 p.m.

**Recorder:** *Elaine Hutchinson* **DATE:** March 27, 2020  
Elaine Hutchinson

**New Business Item 19-42**  
Introduced March 27, 2020  
Approved March 27, 2020

**TITLE: Consideration of Temporary Suspension of the 450 Hour Requirement for Supervised Clinical Experience in Student Teaching, Internship, or Residency of Teacher Candidates in Hawaii State Approved Teacher Education Programs Due to the Novel Coronavirus COVID-19 Pandemic**

The Hawaii Teacher Standards Board approves the following exception to its Hawaii Administrative Rules (HAR) 450-hour clinical experience requirement described in 8-54-19 (5) (A) to allow current student teachers, interns, and residents enrolled in Hawaii State Approved Teacher Education Programs who meet all other requirements to be recommended for licensure.

Under HAR 8-54-16, the HTSB may suspend its rules if extenuating circumstances exist that may prevent a teacher from complying with the rules. A request has been received from Dr. Amelia Jenkins, Associate Dean at the University of Hawaii at Manoa College of Education, requesting this rule suspension so that Hawaii student teachers, interns, and residents affected by the Novel Coronavirus COVID-19 Pandemic, who meet all other requirements but may be prevented by circumstances outside of their control, from completing the full 450 hours of student teaching, may be recommended to HTSB for state licensure. If the emergency situation prevents a teacher candidate from meeting the content knowledge requirement set by the educator preparation program prior to the start of student teaching in the 2020-2021 school year, the candidate may begin their student teaching without meeting the content knowledge requirement, but must meet this requirement prior to being recommended for licensure.

This rule suspension shall remain in effect for the duration of Governor David Ige's Supplemental Emergency Proclamation, which expires May 15, 2020, or until the termination of any extension of this or a future emergency proclamation related to the COVID-19 Pandemic that could prevent the completion of the 450 hours of student teaching in a Hawaii State Approved Teacher Education Program.

**Submitted by:** Felicia Villalobos

**Referred to:**

**§8-54-16 Suspension of the rules.** (a) If the board determines that extenuating circumstances exist to justify suspending its rules, the board may, at a scheduled board meeting, vote to temporarily suspend any of its administrative rules, or any portion thereof, by a majority vote. In doing so the board shall also determine the length of time for which the suspension shall remain in effect. The following are extenuating circumstances that may require the suspension of rules:

- (1) An emergency condition, including natural disaster, exists that prevents compliance with the rules;
- (2) Extenuating circumstances or compelling reasons exist that are caused by medical need, life-threatening condition, or personal tragedy;
- (3) Active military duty impinges on compliance with the board's rules; or
- (4) An unforeseen event beyond the control of the board or teacher prevents or delays the ability to comply with the rules.

(b) The following describes the procedure for suspending rules:

- (1) Any person or agency directly impacted by the rules may submit a signed written request to the board, citing the rule or portion thereof to be suspended, with at least thirty (30) calendar days' notice prior to the next regularly scheduled board meeting unless extenuating circumstances prevent the individual or agency from meeting this timeframe. The request shall also contain the name of the individual(s) or agency impacted by the rule and the reason and rationale for the request;
- (2) A majority vote of board members is required to suspend the rules or any portion thereof;
- (3) Robert's Rules of Order pertaining to suspension of the rules will be followed;
- (4) In considering the motion to suspend, the board may also determine if another resolution to the request exists and act accordingly;

If a motion to suspend the rules or any portion thereof fails, a future request may be heard again if new, relevant information is obtained relating to the request.

**§8-54-19 Approval of educator preparation programs.** When applying for approval of an educator preparation program the following requirements shall be met:

- (5) Clinical experience must meet one of the following requirements:

- (A) A minimum of four hundred fifty (450) hours of supervised clinical experience in student teaching, internship or residency; or
- (B) Demonstration of teaching proficiency through a combination of documented satisfactory work experience and observation by the EPP; or
- (C) Passing a board approved performance assessment normed for Hawaii in combination with any other requirements determined by the EPP.