



**STATE OF HAWAII  
HAWAII TEACHER STANDARDS BOARD  
GENERAL BUSINESS MEETING**

**MINUTES**

Remote Technology via Zoom

650 Iwilei Road, Suite 158  
Honolulu, HI 96817

Friday, January 17, 2025

**PRESENT IN-PERSON:**

Kristi Miyamae, *Board Chairperson*  
Dr. Jonathan Gillentine

**PRESENT ONLINE:**

Lokelani Han, *Board Vice-Chairperson*  
Sean Bacon for Keith Hayashi  
Dr. Philip Bossert  
Kahele Dukelow for Roy Takumi  
Dale Matsuura  
Justin Mew  
Dr. Cecily Ornelles for Dr. Nathan Murata  
Dondra Ozaki  
Dawn Raymond  
Kim Sanders

**NOT PRESENT:**

Ka'ohinani Daniels for TBD (Native Hawaiian Education Council)

**EXCUSED:**

Dr. Katina Soares

**STAFF:**

Felicia Villalobos, Executive Director  
Steven Harada, Licensing Specialist  
Dr. Mitzie Higa, Licensing Specialist

**STAFF (continued):**

Tracey Idica, NBCT, Licensing Specialist  
Kaulana Molina, NBCT, Licensing Specialist  
Kris Murakami, Esq., Licensing Specialist  
Dr. Jennifer Padua, Licensing Specialist

**I. CALL TO ORDER**

**A. ROLL CALL TO ESTABLISH QUORUM**

Board Chairperson Kristi Miyamae called the General Business Meeting to order at 12:00 p.m.

Board Chairperson Miyamae shared information regarding procedures for virtual board meetings, then called roll call and established quorum. Board Chairperson Miyamae and Board Member Dr. Jonathan Gillentine were present in-person. Board Vice-Chairperson Lokelani Han and Board Members Sean Bacon, Dr. Philip Bossert, Kahele Dukelow, Dale Matsuura, Justin Mew, Dr. Cecily Ornelles, Dondra Ozaki, Dawn Raymond, and Kim Sanders were present online. Board Member Dr. Katina Soares was excused. Board Member Ka'ohinani Daniels was not present.

Board Chairperson Miyamae shared information regarding non-public site disclosure. None of the board members participating online had anyone present with them to disclose. She then shared additional information regarding meeting protocols and procedures.

**B. PUBLIC TESTIMONY ON GENERAL BUSINESS MEETING AGENDA ITEMS**

Board Chairperson Miyamae stated there are online testifiers for New Business Items ("NBIs") that were deferred in committee. She explained that the full board ("Board") does not take public testimony for deferred NBIs. She asked if there is testimony for NBIs that were not deferred.

All public testimonies were for deferred NBIs and were not heard by the Board.

**C. ANNOUNCEMENTS**

Board Chairperson Miyamae welcomed the Hawai'i Teacher Standards Board's ("HTSB's") newest board member, Ka'ohinani Daniels, who represents the Native Hawaiian Education Council. She shared more about Board Member Daniels, mentioning her bio can be found on HTSB's website. She then called on Executive Director Felicia Villalobos to introduce HTSB's newest staff members.

Executive Director Villalobos shared that the HTSB office is now fully staffed and is excited to finally have the support HTSB needs. She introduced Licensing Specialist Kaulana Molina, and Teacher Licensing Clerks Jimi Coloma and Cindy Nakabayashi.

Board Chairperson Miyamae welcomed the new HTSB staff.

**D. APPROVAL OF MEETING MINUTES**

The minutes of the November 15, 2024, meeting was approved as written.

**E. EXECUTIVE DIRECTOR'S REPORT**

Board Chairperson Miyamae introduced Executive Director Villalobos to share her report.

Executive Director Villalobos thanked the Hawai'i Department of Education ("HIDOE") and Hawai'i public charter schools for ensuring that their teachers are licensed or permitted by HTSB before they are hired. She expressed her appreciation for their efforts and hopes this compliance with state law continues.

Executive Director Villalobos stated the survey questions have been launched on all license and permit applications. She mentioned she reported to the House Committee on Education at yesterday's legislative briefing that HTSB will now be able to pull some great data over time, which can be shared with all stakeholders in the future. She expressed her excitement for HTSB's data sharing agreement with Hawai'i P-20. She stated HTSB is also waiting for HIDOE to sign-off on its data sharing MOA (memorandum of agreement), which is very important as it ensures cohesion with applicant data and does not need to be supplied to different agencies. She stated this makes it easier for both systems to share data.

Executive Director Villalobos stated the NASDTEC (National Association of State Directors of Teacher Education and Certification) Clearinghouse interstate agreement was renewed for another five years, which provides a mechanism to inform its members and jurisdictions about educator licensure requirements in each member jurisdiction. She clarified that this agreement is not to be confused with the teacher compact, which needs to be passed legislatively to become state law. She explained that once the compact is passed, the licensing agency would process licenses automatically with reciprocity; however, an agreement allows the licensing agency to still verify documents and ensure the applicant meets requirements of HTSB, Hawaii Administrative Rules ("HAR"), and Hawaii Revised Statutes ("HRS"). She mentioned the compact may come up again for discussion to see if the Board would be interested in joining once details such as cost are worked out among the states that are currently part of the compact.

Board Chairperson Miyamae asked Board Member Bacon for an update on the data sharing MOA with HIDOE.

Board Member Bacon answered he is checking with his staff on the status right now.

**II. PUBLIC TESTIMONY ON GENERAL BUSINESS MEETING AGENDA ITEMS**

All public testimonies were for deferred NBIs and were not heard by the Board.

**F. LICENSING UPDATE – Licensing Specialist Tracey Idica, NBCT**

Board Chairperson Miyamae introduced Specialist Idica to share the licensing update.

Specialist Idica shared that the licensing specialists have been very busy with the start of the renewal season, mentioning 2,413 renewal notifications were sent out by HTSB's licensing management system. She stated the renewal process has been relatively smooth

so far, but teachers still need to be reminded to upload their identification. She stated there have been many workgroups meeting, such as CTE (Career and Technical Education), and that Specialist Padua has been working with the educator preparation providers (“EPPs”). She mentioned the specialists continue to work on HAR revisions.

Specialist Idica announced that the National Board Certification recognition ceremony will be on March 1<sup>st</sup> at Washington Place.

Board Chairperson Miyamae asked board members if they had any questions or discussion. There were no questions or discussion from board members.

**G. REGISTERED TEACHER APPRENTICESHIP UPDATE – Licensing Specialist Dr. Mitzie Higa**

Board Chairperson Miyamae introduced Specialist Higa to share an update on registered teacher apprenticeship.

Specialist Higa shared that HTSB is still waiting for HDOE, HGEA (Hawai'i Government Employees Association), and HSTA (Hawai'i State Teacher Association) to complete the consult and confer process regarding the Standards of Apprenticeship for Teachers under DLIR (Department of Labor and Industrial Relations). She emphasized that HTSB cannot move forward until this is completed. She also shared that DLIR needs to make a new contract for the SAEF (State Apprenticeship Expansion Formula) Grant, which was awarded in July. She explained that the Attorney General said HTSB needs to be named as the provider since it is considered a subcontract. She mentioned once this is signed, HTSB can start the budget process of using the funds. She stated the consult and confer process and the contract are two different things, but they work hand-in-hand.

**H. LEGISLATIVE UPDATE – Licensing Specialist Dr. Mitzie Higa**

Specialist Higa shared that HTSB attended Opening Day at the Hawai'i State Legislature on January 15<sup>th</sup>. She asked Board Member Raymond and Board Member Matsuura if they wanted to talk about their experience.

Board Member Raymond shared that she had a nice experience. She stated there are many common goals with the Senate and the House, so now it is a matter of figuring out how to work together to achieve those goals. She mentioned they also ran into Board Member Sanders, who joined them as they tried to meet 26 legislators.

Board Member Matsuura shared that it was her first time attending Opening Day, and that it was an interesting and awesome experience to meet the newly elected representatives. She stated it was a great opportunity to share about the teacher apprenticeship program.

Board Member Sanders shared that she is impressed by Executive Director Villalobos and Specialist Higa. She mentioned you can tell by the way they speak with representatives and senators that they have very good connections and a lot of support from the legislators.

Specialist Higa stated most bills are not up yet so once they are sorted through, a list will be compiled according to the Board's prior legislative priorities, then sent to the Permitted Interaction Group. She also shared that Executive Director Villalobos did a great job presenting on behalf of the Board to the House Committee on Education on January 16<sup>th</sup>.

She stated Executive Director Villalobos presented about budget, apprenticeship, and other pertinent updates. She mentioned the informational briefing can be watched on YouTube.

Board Vice-Chairperson Han asked what 'DLIR' meant. Board Chairperson Miyamae answered it is the Department of Labor and Industrial Relations.

Board Chairperson Miyamae thanked the staff for their hard work and the board members for attending Opening Day. She then asked Executive Director Villalobos if she wanted to share anything about the informational briefing.

Executive Director Villalobos shared that both Opening Day and the informational briefing went very well. She stated you never know what questions the legislators will ask at a briefing, especially if they are new and do not have any background information. She thanked her staff for being there to help answer questions. She mentioned it was great having that opportunity to present initiatives that the Board has been working on. She also expressed her appreciation for the board members who attended Opening Day. She shared that some already had connections with legislators, which is even better for legislators to see them as not only an educator but also as a board member for HTSB. She mentioned she will email the link for the YouTube video of the informational briefing.

Board Chairperson Miyamae asked board members if they had any questions or discussion. There were no questions or discussion from board members.

### **III. PUBLIC TESTIMONY ON GENERAL BUSINESS MEETING AGENDA ITEMS**

All public testimonies were for deferred NBIs and were not heard by the Board.

### **IV. NEW BUSINESS, COMMITTEE REPORTS, AND PENDING COMMITTEE ACTION**

#### **BOARD ACTION – NEW BUSINESS: Committee of the Whole**

Board Chairperson Miyamae stated the Teacher Standards Committee did not meet. She called for a motion to discuss NBI 24-17.

Board Member Raymond moved to discuss NBI 24-17. Board Member Sanders seconded the motion.

#### **A. NBI 24-17: License Affirmation (October and November 2024)**

Board Chairperson Miyamae reviewed NBI 24-17, affirming the licenses and permits for the respective months.

Board Chairperson Miyamae asked board members if they had any questions or discussion. There were no questions or discussion from board members.

Board Chairperson Miyamae called for a roll call vote on the motion of whether to approve or deny NBI 24-17, as written. Board Chairperson Miyamae did not vote. The motion carried unanimously with all other board members present voting to approve NBI 24-17, as written.

**ACTION — NBI 24-17: License Affirmation (October and November 2024), as written, was adopted by the Board.**

## APPROVED

Board Chairperson Miyamae stated the Budget, Personnel, and Strategic Planning Committee did not meet. She called for a motion to discuss NBI 23-43 Revised.

Board Member Gillentine moved to discuss NBI 23-43 Revised. Board Member Raymond seconded the motion.

**B. NBI 23-43 Revised: The Hawai'i Teacher Standards Board Election of Board Officers and Committee Assignments for 2024-2025**

Board Chairperson Miyamae reviewed NBI 23-43 Revised, which adds new board member Ka'ohinani Daniels to the Budget, Personnel, and Strategic Planning Committee and replaces former board member Elena Farden.

Board Chairperson Miyamae asked board members if they had any questions or discussion. There were no questions or discussion from board members.

Board Chairperson Miyamae called for a roll call vote on the motion of whether to approve or deny NBI 23-43 Revised, as written. Board Chairperson Miyamae did not vote. The motion carried unanimously with all other board members present voting to approve NBI 23-43 Revised, as written.

**ACTION — NBI 23-43 Revised: The Hawai'i Teacher Standards Board Election of Board Officers and Committee Assignments for 2024-2025, as written, was adopted by the Board.**

### **PENDING COMMITTEE ACTION – Teacher Education Committee: Ornelles**

The Teacher Education Committee met at 9:00 a.m. and looked at five New Business Items.

**C. NBI 24-18: Adoption of the Professional Standards and Competencies for Early Childhood Educators**

Committee Vice-Chairperson Gillentine briefly introduced NBI 24-18, which includes the Rationale/Background. He stated the Teacher Education Committee voted to recommend NBI 24-18, as written, to the Board.

Board Chairperson Miyamae asked board members if they had any questions or discussion. There were no questions or discussion from board members.

Board Chairperson Miyamae called for a roll call vote on the motion of whether to approve or deny NBI 24-18, as written. Board Chairperson Miyamae did not vote. The motion carried unanimously with all other board members present voting to approve NBI 24-18, as written.

**ACTION — NBI 24-18: Adoption of the Professional Standards and Competencies for Early Childhood Educators, as written, was adopted by the Board.**

**D. NBI 24-19: Teach Away's Official Notification of Program Discontinuation in Hawai'i**

Committee Vice-Chairperson Gillentine briefly introduced NBI 24-19, which includes the Rationale/Background. He stated the Teacher Education Committee voted to recommend NBI 24-19, as written, to the Board.

## APPROVED

Board Chairperson Miyamae asked board members if they had any questions or discussion. There were no questions or discussion from board members.

Board Chairperson Miyamae called for a roll call vote on the motion of whether to approve or deny NBI 24-19, as written. Board Chairperson Miyamae did not vote. The motion carried unanimously with all other board members present voting to approve NBI 24-19, as written.

**ACTION — NBI 24-19: Teach Away’s Official Notification of Program Discontinuation in Hawai’i, as written, was adopted by the Board.**

**E. NBI 24-20: The University of Hawai’i at Hilo’s Bachelor of Arts in Education Science Elementary Education Program Review**

Committee Vice-Chairperson Gillentine briefly introduced NBI 24-20, which includes the Rationale/Background. He stated the Teacher Education Committee voted to recommend NBI 24-20, as written, to the Board.

Board Chairperson Miyamae announced that the University of Hawai’i at Hilo (“UH Hilo”) program faculty was present. She invited them to speak on the program.

Dr. Tobias Irish of UH Hilo thanked the Board for including them on today’s meeting agenda. He stated they are available to answer any questions from the Board.

Board Chairperson Miyamae asked board members if they had any questions or discussion. There were no questions or discussion from board members.

Board Chairperson Miyamae called for a roll call vote on the motion of whether to approve or deny NBI 24-20, as written. Board Chairperson Miyamae did not vote. The motion carried unanimously with all other board members present voting to approve NBI 24-20, as written.

**ACTION — NBI 24-20: The University of Hawai’i at Hilo’s Bachelor of Arts in Education Science Elementary Education Program Review, as written, was adopted by the Board.**

**F. NBI 24-21: The University of Hawai’i at Mānoa’s School Counseling Program Review**

**G. NBI 24-22: The University of Hawai’i at Mānoa’s Teacher Leader Program Review**

Committee Vice-Chairperson Gillentine stated the Teacher Education Committee voted to defer NBI 24-21, as written, and NBI 24-22, as written.

Board Chairperson Miyamae reiterated that the Teacher Education Committee voted to defer these two NBIs. She stated the committee is looking to ensure the program faculties and review committees collaborate on the raised issues and have discussions outside of this board meeting. She stated the NBIs would be brought back to the Board at a later time.

**ACTION — NBI 24-21: The University of Hawai’i at Mānoa’s School Counseling Program Review, as written, was deferred in committee.**

**ACTION — NBI 24-22: The University of Hawai’i at Mānoa’s Teacher Leader Program Review, as written, was deferred in committee.**

**V. EXECUTIVE SESSION**

Board Chairperson Miyamae shared information regarding procedures for virtual Executive Session.

Board Chairperson Miyamae called for a motion to rise into Executive Session.

Board Member Raymond moved to rise into Executive Session. Board Member Mew seconded the motion.

Board Chairperson Miyamae called for a roll call vote on the motion of whether or not to rise into Executive Session. Board Chairperson Miyamae did not vote. The motion carried unanimously with all other board members present voting to rise into Executive Session at 12:39 p.m.

*This portion of the meeting is a closed meeting under HRS §92-4 and HRS §92-5(a)(1)(2) and (4).*

Board Chairperson Miyamae called the meeting back to order at 1:12 p.m.

Board Chairperson Miyamae reported out what was discussed during Executive Session:

- Meeting minutes from November 15, 2024
- Personnel update from Executive Director Villalobos
- Consultation with Deputy Attorney General Darien Chow

**VI. NEXT HTSB MEETING: March 28, 2025**

Board Chairperson Miyamae stated the next HTSB Board Meeting was scheduled for March 28, 2025. The details of the agenda would come out prior to the meeting.

**VII. ADJOURNMENT**

Board Chairperson Miyamae adjourned the General Business Meeting at 1:13 p.m.



**List of people who submitted written testimony before the committee meeting**

<b>ON-TIME TESTIMONY</b>		
<b>NAME</b>	<b>ORGANIZATION</b>	<b>AGENDA ITEM</b>
Rhonda S. Black	University of Hawai'i at Mānoa – Professor and Chair, Department of Special Education	III.E. NBI 24-22: The University of Hawai'i at Mānoa's Teacher Leader Program Review
Sara Cothren Cook	University of Hawai'i at Mānoa – Associate Professor, Department of Special Education	III.E. NBI 24-22: The University of Hawai'i at Mānoa's Teacher Leader Program Review
Lois A. Yamauchi, PhD	University of Hawai'i at Mānoa – Professor and Chair, Educational Psychology	III.D. NBI 24-21: The University of Hawai'i at Mānoa's School Counseling Program Review
Madiha Jamil, PhD	University of Hawai'i at Mānoa – Assistant Professor, Coordinator of the School Counseling Program	
Judy Daniels, EdD	University of Hawai'i at Mānoa – Professor and Director of the Rehabilitation Counseling Program	