

**HAWAI‘I TEACHER STANDARDS BOARD  
TEACHER STANDARDS COMMITTEE MEETING**

**Friday, February 9, 2024**

**Meeting Conducted by Remote Technology via Zoom  
and  
Physical Location at 650 Iwilei Road, Suite 158, Honolulu, HI 96817**

**MINUTES**

**PRESENT:**

Kim Sanders, *Committee Chairperson*  
Elena Farden for Keahi Makaimoku, *Committee Vice-Chairperson*  
Dale Matsuura  
Justin Mew  
Dawn Raymond  
Dr. Katina Soares  
Branden Kawazoe, *Ex-officio*  
Lokelani Han, *Ex-officio*

**EXCUSED:**

Dondra Ozaki

**STAFF:**

Felicia Villalobos, Executive Director  
Steven Harada, Licensing Specialist  
Dr. Mitzie Higa, Licensing Specialist  
Tracey Idica, NBCT, Licensing Specialist  
Kris Murakami, Esq., Licensing Specialist  
Dr. Jennifer Padua, Licensing Specialist

**I. CALL TO ORDER**

**A. ROLL CALL TO ESTABLISH QUORUM**

Committee Chairperson Kim Sanders called the Teacher Standards Committee Meeting to order at 9:45 a.m.

Committee Chairperson Sanders shared information regarding procedures for virtual committee meetings, then called roll call and established quorum. Committee Chairperson Sanders, Committee Member Justin Mew, and *Ex-officio* Committee Member Branden Kawazoe were present. Committee Vice-Chairperson Elena Farden; Committee Members Dale Matsuura and Dawn Raymond; and *Ex-officio*

Committee Member Lokelani Han participated remotely. Committee Member Dondra Ozaki was excused. Committee Member Dr. Katina Soares was not present at roll call.

Committee Chairperson Sanders shared information regarding non-public site disclosure. None of the committee members participating remotely had anyone present with them. Committee Chairperson Sanders then shared additional information regarding meeting protocols and procedures.

**B. PUBLIC TESTIMONY ON COMMITTEE AGENDA ITEMS**

None

**C. ANNOUNCEMENTS**

*Committee Member Soares entered remotely.*

Executive Director Felicia Villalobos welcomed new committee and board member Dale Matsuura to the Hawai'i Teacher Standards Board ("HTSB").

**D. APPROVAL OF COMMITTEE MINUTES**

The minutes of the December 1, 2023, meeting was approved as written.

**II. PUBLIC TESTIMONY ON COMMITTEE AGENDA ITEMS**

None

**III. ACTION ITEMS**

**E. NBI 23-28: License Affirmation (November and December 2023)**

Committee Chairperson Sanders reviewed NBI 23-28, affirming the licenses and permits for the respective months.

Committee Chairperson Sanders asked committee members if they had any questions or discussion. There were no questions or discussion from committee members.

Committee Chairperson Sanders called for a roll call vote on whether or not to recommend NBI 23-28, as written, to the full board ("Board") at the General Business Meeting scheduled later at 11:15 a.m.

**ACTION: The Teacher Standards Committee voted unanimously to recommend NBI 23-28, as written, to the Board, with all members present voting aye.**

**F. NBI 23-02 Revised: Adoption of the Online Teaching Workgroup Recommendations**

Committee Chairperson Sanders reviewed NBI 23-02 Revised, which included the Rationale/Background, and pointed out the revisions made in red.

Committee Chairperson Sanders asked committee members if they had any questions or discussion. There were no questions or discussion from committee members.

Committee Chairperson Sanders called for a roll call vote on whether or not to recommend NBI 23-02 Revised, as written, to the Board at the General Business Meeting scheduled later at 11:15 a.m.

**ACTION: The Teacher Standards Committee voted unanimously to recommend NBI 23-02 Revised, as written, to the Board, with all members present voting aye.**

**IV. ADJOURNMENT**

Committee Chairperson Sanders adjourned the Teacher Standards Committee Meeting at 9:55 a.m.