



**STATE OF HAWAII  
HAWAII TEACHER STANDARDS BOARD  
TEACHER EDUCATION COMMITTEE MEETING**

**MINUTES**

Remote Technology via Zoom

650 Iwilei Road, Suite 158  
Honolulu, HI 96817

Friday, April 25, 2025

**PRESENT IN-PERSON:**

Kristi Miyamae, *Ex-officio*

**PRESENT ONLINE:**

Dr. Cecily Ornelles for Dr. Nathan Murata, *Committee Chairperson*  
Sean Bacon for Keith Hayashi  
Dale Matsuura  
Dondra Ozaki  
Dawn Raymond  
Lokelani Han, *Ex-officio*

**EXCUSED:**

Kahele Dukelow for Roy Takumi

**STAFF:**

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

**I. CALL TO ORDER**

**A. ROLL CALL TO ESTABLISH QUORUM**

Committee Chairperson Dr. Cecily Ornelles called the Teacher Education Committee Meeting to order at 11:15 a.m.

Committee Chairperson Ornelles shared information regarding procedures for virtual committee meetings, then called roll call and established quorum. *Ex-officio* Committee Member Kristi Miyamae was present in-person. Committee Chairperson Ornelles; Committee Members Sean Bacon, Dale Matsuura, Dondra Ozaki, and Dawn Raymond; and *Ex-officio* Committee Member Lokelani Han were present online. Committee Member Kahele Dukelow was excused.

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

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

Licensing Specialist Dr. Mitzie Higa stated one individual signed up to testify on NBI 24-21 Revised.

Committee Chairperson Ornelles stated there is another opportunity for testimony, asking the testifier if they wanted to testify now or later. The testifier answered later.

**C. ANNOUNCEMENTS**

Executive Director Felicia Villalobos announced that timely written testimony was submitted.

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

Dr. Lois Yamauchi of University of Hawai'i at Mānoa ("UH Mānoa") testified online via Zoom on NBI 24-21 Revised: *Program Review Committee Evaluation of the University of Hawai'i at Mānoa's School Counseling Program*. She thanked the Hawai'i Teacher Standards Board ("HTSB") members and staff for providing the opportunity to revise their program and to clarify their revisions. She requested a correction be made to the NBI (New Business Item) pertaining to program delivery in a hybrid format with synchronous online and in-person opportunities.

**III. ACTION / DISCUSSION ITEMS**

**A. NBI 24-38: The Formation of the Cooperating/Mentor Teacher Workgroup**

Committee Chairperson Ornelles reviewed NBI 24-38, which includes the Rationale/Background.

Committee Chairperson Ornelles asked committee members if they had any questions or discussion.

*Ex-officio* Committee Member Miyamae stated she thinks this is a great idea because sometimes there are no clear guidelines for how mentor teachers are chosen.

Committee Member Matsuura asked if this is for an individual who has already completed a program and is now a tenured teacher, or for an individual who is a student teacher.

Committee Chairperson Ornelles answered the cooperating/mentor teacher is the individual who already holds a license and would be supporting the pre-service teacher.

Committee Member Matsuura shared that the mentor teachers at her school are supported by a district mentor program. She asked if this would be a way for the district to select its mentor teachers.

Committee Chairperson Ornelles stated she thinks there are different types of relationships and roles within the schools. She then deferred to Executive Director Villalobos.

Executive Director Villalobos stated the Hawai'i Department of Education ("HIDOE") already has their mentoring program for in-service teachers and have redeveloped their criteria, clarifying that this workgroup will not be creating those criteria. She explained there are some emergency hires ("EHs") who are going through a preparation program but do not have a cooperating/mentor teacher. She mentioned it seems HIDOE's Teacher Leadership Department is also trying to support the EHs; however, this is to develop a bridge so that everyone has a cooperating/mentor teacher to guide them. She shared that research presented at national conferences shows that having a strong cooperating/mentor teacher leads to longevity in the classroom, so this would address teacher retention as well.

Committee Member Ozaki stated she likes the representation on the workgroup and the idea of bringing consistency to ensure teachers are ready to teach on their own. She shared that she thinks this is a great idea.

Committee Chairperson Ornelles stated HTSB's state-approved teacher educator programs ("SATEPs") are not involved in designating the cooperating/mentor teacher for EHs but are for the traditional teacher candidates. She wanted clarification regarding EHs as they would already be working in the classroom.

Executive Director Villalobos stated not all teacher candidates are in a HIDOE school, so this is to ensure there are quality cooperating/mentor teachers across the board. She explained that there is heavy HIDOE representation in the workgroup to ensure all bases are covered. She stated this workgroup would help create guidelines for HIDOE principals and Hawai'i public charter school directors, though HIDOE's Superintendent Hayashi said the principal has the ultimate decision. She mentioned she does not think charter schools get state mentors, but emphasized there is a charter school representative in the workgroup.

Committee Chairperson Ornelles stated HTSB's SATEPs do not identify cooperating/mentor teachers for EHs in her experience, mentioning this may not be possible for SATEPs to do.

Executive Director Villalobos clarified that when the SATEPs come together with other stakeholders in this workgroup, they can discuss their processes. She explained the workgroup will make recommendations to the full board ("Board"), and a concern that could be raised is that SATEPs are unable to identify cooperating/mentor teachers for EHs.

Committee Member Bacon stated this is great as HIDOE is focusing on recruitment and retention, recognizing that the first years of teaching can be very difficult. He suggested adding SATEP representatives to the workgroup to speak on their successes and struggles.

*Ex-officio* Committee Members Miyamae and Han confirmed that SATEP representatives are first on the list of workgroup members.

Committee Chairperson Ornelles wanted clarification about practitioners in the field.

Executive Director Villalobos answered the practitioners are the cooperating/mentor teachers. She stated the list of workgroup members looks small, but it is deceiving and includes representatives from all HTSB SATEPs. She mentioned Licensing Specialist Tracey Idica, NBCT, asked the Hawai'i National Board Certified Teachers ("NBCTs") if they would like to be a cooperating/mentor teacher for an HTSB SATEP. She stated the workgroup may have ideas on how to disseminate information to all HDOE and charter school in-service teachers who meet the recommended and Board-approved requirements.

Committee Chairperson Ornelles stated she thinks it will be very important for HTSB's SATEPs to have this information. She then asked committee members if they had any further questions or discussion. There were no further questions or discussion from committee members.

Committee Chairperson Ornelles called for a roll call vote on whether or not to recommend NBI 24-38, as written, to the Board at the General Business Meeting scheduled at 12:30 p.m. Committee Chairperson Ornelles did not vote. All other committee members present voted to recommend.

**ACTION — The Teacher Education Committee voted to recommend NBI 24-38, as written, to the Board, with six of seven members present voting aye.**

**B. NBI 24-21 Revised: Program Review Committee Evaluation of the University of Hawai'i at Mānoa's School Counseling Program**

Committee Chairperson Ornelles deferred to *Ex-officio* Committee Member Miyamae.

*Ex-officio* Committee Member Miyamae reviewed NBI 24-21 Revised, which updates the program review committee's recommendation to the HTSB. She thanked UH Mānoa's School Counseling Program faculty for meeting with HTSB staff and the review committee to discuss the issues that were previously raised.

Executive Director Villalobos announced that Dr. Yamauchi and Dr. Madiha Jamil of UH Mānoa were present to answer any questions.

Committee Member Bacon made a motion to amend the NBI as requested by Dr. Yamauchi in her testimony (i.e., program delivery in a hybrid format with synchronous online and in-person opportunities). *Ex-officio* Committee Member Han seconded the motion.

*Ex-officio* Committee Member Miyamae asked committee members if they had any questions or discussion on the amended language.

Committee Member Raymond wanted clarification from Dr. Yamauchi about what '*opportunities*' means.

Dr. Yamauchi answered '*synchronous opportunities*' means synchronous courses, and '*in-person opportunities*' means practicum and internship with the supervisors traveling to supervise them. She mentioned candidates will be required to meet in-person at least once a semester or twice a year on O'ahu.

*Ex-officio* Committee Member Miyamae asked committee members if they had any further questions or discussion on the amended language. There were no questions or discussion from committee members.

*Ex-officio* Committee Member Miyamae called for a roll call vote on whether or not to approve the amended language. Before proceeding with the roll call vote, she asked Committee Chairperson Ornelles for her position on this NBI (i.e., abstaining, recusing).

Committee Chairperson Ornelles stated she is abstaining.

*Ex-officio* Committee Member Miyamae proceeded with the roll call vote on whether or not to approve the NBI's amended language. She did not vote. Committee Chairperson Ornelles had abstained from the vote. All other committee members present voted to approve.

*Ex-officio* Committee Member Miyamae asked committee members if they had any questions or discussion on the NBI. There were no questions or discussion from committee members.

*Ex-officio* Committee Member Miyamae called for a roll call vote on whether or not to recommend NBI 24-21 Revised, as amended, to the Board at the General Business Meeting scheduled at 12:30 p.m. Committee Chairperson Ornelles abstained from the vote. *Ex-officio* Committee Member Miyamae did not vote. All other committee members present voted to recommend.

**ACTION — The Teacher Education Committee voted to recommend NBI 24-21 Revised, as amended, to the Board, with five of seven members present voting aye.**

#### **IV. ADJOURNMENT**

*Ex-officio* Committee Member Miyamae deferred to Committee Chairperson Ornelles.

Committee Chairperson Ornelles adjourned the Teacher Education Committee Meeting at 11:53 a.m.

**UNAPPROVED**

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

<b><i>ON-TIME TESTIMONY</i></b>		
<b>NAME</b>	<b>ORGANIZATION</b>	<b>AGENDA ITEM</b>
Lois A. Yamauchi, PhD  Madiha Jamil, PhD	University of Hawai'i at Mānoa – Professor and Chair, Educational Psychology  University of Hawai'i at Mānoa – Assistant Professor, Coordinator of the School Counseling Program	III.B. NBI 24-21 Revised: Program Review Committee Evaluation of the University of Hawai'i at Mānoa's School Counseling Program