



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

**MINUTES**

Remote Technology via Zoom

650 Iwilei Road, Suite 158  
Honolulu, HI 96817

Friday, August 30, 2024

**PRESENT IN-PERSON:**

Kristi Miyamae, *Board Chairperson*  
Justin Mew  
Kim Sanders

**PRESENT ONLINE:**

Lokelani Han, *Board Vice-Chairperson*  
Sean Bacon for Keith Hayashi  
Dr. Jonathan Gillentine  
Dale Matsuura  
Dr. Cecily Ornelles for Dr. Nathan Murata  
Dondra Ozaki  
Dawn Raymond  
Dr. Katina Soares

**EXCUSED:**

Kahele Dukelow for Roy Takumi  
Elena Farden for Keahi Makaimoku

**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**

Board Chairperson Kristi Miyamae called the General Business Meeting to order at 12:40 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 Members Justin Mew and Kim Sanders were present in-person. Board Vice-Chairperson Lokelani Han and Board Members Sean Bacon, Dr. Jonathan Gillentine, Dale Matsuura, Dr. Cecily Ornelles, Dondra Ozaki, Dawn Raymond, and Dr. Katina Soares were present online. Board Members Kahele Dukelow and Elena Farden were excused.

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

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

None

**C. ANNOUNCEMENTS**

Board Chairperson Miyamae announced Roy Takumi is the new Hawai'i State Board of Education ("BOE") Chairperson and the Hawai'i Teacher Standards Board's ("HTSB's") *Ex-officio* member, who is taking the place of Warren Haruki. She mentioned Executive Director Felicia Villalobos was able to meet with BOE Chairperson Takumi.

Board Chairperson Miyamae also congratulated Board Member Sanders, Principal of 'Ewa Makai Middle School, which was named an AMLE (Association for Middle Level Education) School of Distinction. She asked Board Member Sanders to share.

Board Member Sanders stated there were 17 schools chosen across the U.S. and two were in Hawai'i, the other being Stevenson Middle School. She explained the process is similar to the WASC accreditation where they meet with staff, parents, and students. She mentioned it is very nice because it validates the great work that happens in the schools.

**D. APPROVAL OF MEETING MINUTES**

Board Chairperson Miyamae acknowledged that Teacher Education Committee Chairperson Ornelles stated during the committee meeting that she wanted to suggest an amendment to the April 26, 2024, meeting minutes regarding changing '*Institute for Teacher Education*' to '*School of Teacher Education*.'

Board Chairperson Miyamae asked board members if they had any other corrections to the minutes. There were no other corrections from board members.

The minutes of the April 26, 2024, meeting was approved as amended.

**E. EXECUTIVE DIRECTOR'S REPORT**

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

Executive Director Villalobos briefly went over everything she did since the April 26, 2024, board meeting. She expressed her gratitude for her staff and how hard they worked over the summer to ensure that every child has a qualified and vetted teacher.

Executive Director Villalobos highlighted the application and licensing data for Hawai'i Department of Education ("HIDOE") and public charter schools, which were collected from July 1, 2023, to June 30, 2024. She pointed out that over 5,000 licenses were issued, many of them renewed licenses. She also noted there are many individuals who maintain their Hawai'i license even if they are no longer teaching in Hawai'i or in the U.S., which takes additional work for the licensing specialists.

Executive Director Villalobos explained the licensing data is shared with Legislature. She mentioned HTSB will provide an update on the House side and answer any questions regarding licensing and permitting. She stated there is still a high number of emergency hires, although HIDOE and HTSB have initiatives to help alleviate the teacher shortage. She mentioned the Lieutenant Governor was surprised that elementary education is surpassing special education as a teacher shortage area. She also mentioned she informed the Lieutenant Governor that this is a national trend. She stated nationally the talk is now on retention, and the best place to gather national information and make connections with other licensing agencies is at the national conferences that HTSB has been attending.

Executive Director Villalobos commended her staff for their excellent job with customer service and helping applicants even outside of office hours. She mentioned the survey questions on the applications were updated, effective July 1, 2024. She stated she needs to touch base with HIDOE's Office of Talent Management ("OTM") regarding where their recruitment efforts are taking place on the continent and if that aligns with HTSB's survey data. She also stated survey data is being gathered regarding how well teachers feel they are prepared based on the requirements in Hawaii Administrative Rules ("HAR"), such as Hawaiian culture, knowledge, and language and the Model Code of Ethics for Educators ("MCEE"). She mentioned this data is shared with the educator preparation programs ("EPPs"), many of whom requested it on an annual basis. She also mentioned that the survey data for the next board meeting will contain new information regarding which high school applicants graduated from.

Executive Director Villalobos announced that HTSB received the \$4.9 million SAEF (State Apprenticeship Expansion Formula) grant in partnership with the Department of Labor and Industrial Relations ("DLIR"). She informed that the grant stipulates that the registered teacher apprenticeship program needs to start. She expressed her excitement working with DLIR and HTSB-approved EPPs to help build this pathway. She also mentioned the Lieutenant Governor and other legislators are excited about this as well. She stated Licensing Specialist Dr. Mitzie Higa will be working with HTSB's Legislative Committee to try get bills passed that will acquire sustainable funding for the program.

Executive Director Villalobos mentioned one of HTSB's priorities is to also start a pre-apprenticeship program. She shared that with the support of Dr. Janet Kim at the University of Hawai'i at Mānoa ("UH Mānoa") and in partnership with HIDOE, HTSB will run a pilot program of Educators Rising while HIDOE adopts their standards. She stated there are

eight high schools that will be allowed access to the Educators Rising national curriculum and resources. She explained seven of the schools have Career and Technical Education (“CTE”) pathways and one will start a chapter. She mentioned the schools are excited, but they also questioned the program’s longevity. She explained the limitations of the student membership fees and what HTSB’s budget currently allows. She stated the larger schools are hoping for more membership funding so that none of the students need to pay. She also shared that some middle schools and other principals and teachers are reaching out to start their own chapters. She mentioned the SAEF Grant does include starting pre-apprenticeship, so by working with DLIR they could see if it is possible to use part of the grant to help provide Educators Rising curriculum access and membership funding while they work on a bill to legislatively fund pre-apprenticeship.

Executive Director Villalobos informed that HTSB has a data sharing agreement with Hawai‘i P-20 and is currently working on a data sharing agreement with HIDOE. She stated the agreement with HIDOE will help prevent teachers from having to provide the same information to both agencies. She mentioned HTSB is also looking into a data sharing agreement with the Executive Office on Early Learning (“EOEL”).

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

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

None

### **F. LICENSING UPDATE – Licensing Specialist Dr. Jennifer Padua**

Specialist Padua stated the licensing specialists were very busy during the summer processing applications since they take it to heart that every child should have a qualified licensed teacher. She mentioned they were able to be proactive during the summer by going out in the field to present and also continuing to offer virtual sessions in order to help applicants, teachers, and EPPs understand HAR and answer their questions directly.

Specialist Padua expressed that the licensing specialists still face persistent challenges with many teachers not renewing their license in time, even when they are given reminders starting from January, and are still working in the classroom with that expired license as the new school year begins. She also mentioned some of those teachers have uncleared professional fitness (“PF”) issues with HTSB or are missing required documents. She expressed that working with out-of-state teachers who are unaware of Hawai‘i’s licensing requirements is particularly challenging because there is an assumption that reciprocity is guaranteed. She explained since commonly out-of-state teachers apply for the wrong license and then end up going with an Emergency Hire Permit while they gather the additional required documents for a full license, the licensing specialists hope to streamline this process so that they can be more efficient with their time and applicants can apply for the correct license to begin with. She then asked Licensing Specialist Tracey Idica to also share one of her experiences with an out-of-state applicant.

Specialist Idica stated this one particular case was concerning because this newly hired out-of-state teacher was not informed until his school’s orientation that he needed a Hawai‘i license. She mentioned he told her he could have gathered all his documents if someone had just told him earlier. She also mentioned he told her that none of the other out-of-state

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teachers at his school were informed and that he would go back to his home state if this was not resolved, though he felt bad for leaving his students. She shared that he was one out of a dozen newly hired out-of-state teachers who did not know they needed a Hawai'i license.

Board Chairperson Miyamae asked board members if they had any questions or discussion. She then asked Board Member Bacon if this was an issue that HTSB could help come up with a plan for so that these teachers come to HTSB for their Hawai'i license right away. She also suggested perhaps later the Board discusses how to prevent these issues.

Board Member Bacon stated he appreciated hearing these stories and thinks HIDEOE has been trying to get that information out in numerous ways (i.e., HIDEOE website, the NEOED application, out-of-state recruitment trips). He expressed his concern and that he was open to suggestions, stating he would have OTM's recruitment specialists work with HTSB to address this issue. He iterated their goals include improving retention.

Board Member Mew asked the licensing specialists how those applicants got through the hiring process and made it all the way to the school level, to the point where they thought they were hired. He stated his school stops those applicants through NEOED, telling them that until they have completed their onboarding—which includes having a Hawai'i license—they cannot be hired by the school.

Specialist Idica answered from the licensing specialists' perspective, she does not know. She mentioned she was just as surprised as everyone else because she hears applicants saying that they know they need an Emergency Hire Permit before they can even apply for a job, but then there are others saying that they did not know and they already got the job.

Specialist Padua mentioned the licensing specialists do not know who the applicants are until they create an HTSB account and apply, or they appear on the audit list from OTM since HTSB does not have access to employment records.

Board Member Bacon stated OTM tried to be very transparent with the onboarding process in NEOED where the applicant needs to upload or indicate they have a license or permit. He mentioned they really tried holding that line this year regarding not allowing teachers to step into the classroom without their license or permit. He explained the applicant must go through the employment background check process as required by statute, so he was also curious how those applicants got through to the school level.

Board Chairperson Miyamae stated it was good to hear about all the safeguards in place for the new hires. She suggested perhaps the Board could look into figuring out what else was going on to cause this issue.

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

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

None

**G. Board Members and Staff Report on Conferences/Events Attended**

Board Chairperson Miyamae asked Executive Director Villalobos to share about the conferences and events that HTSB has attended since the April 26, 2024, board meeting.

Executive Director Villalobos shared that Specialist Higa and herself attended the ECEPTS (Early Care & Education Pathway to Success) National Conference on Early Childhood Education Apprenticeship. She stated it was interesting and enlightening to learn about their registered teacher apprenticeship program for early childhood and how those teacher apprentices continued on. She mentioned Specialist Higa and herself may now look at next steps after licensure (e.g., National Board Certification, master's degree).

Specialist Higa shared it was very interesting to hear what other states are doing with early childhood and preschool apprenticeships, especially regarding mentoring, and grow from this conference supporting EOEL, who is trying to do something similar. She mentioned as another state attached agency, HTSB and EOEL are learning from each other along the way.

Executive Director Villalobos mentioned HTSB is developing a partnership with EOEL. She stated EOEL Executive Director Yuuko Arikawa-Cross also attended the conference and wanted to know how an early childhood registered teacher apprenticeship program could work in Hawai'i. Executive Director Villalobos mentioned Utah includes preschool in their registered teacher apprenticeship program and the apprentices are able to get a P-3 license, not just a preschool or P-12 license.

Executive Director Villalobos shared HTSB staff also attended the NASDTEC (National Association of State Directors of Teacher Education and Certification) Annual Conference. She mentioned most state licensing agencies attend, so they are able to ask questions and get ideas. She wanted to give credit to Specialist Padua because she pushed HTSB staff to present at this conference. She mentioned they presented about EPPs in partnership with the University of Hawai'i at Mānoa, who conducted some research on behalf of HTSB. She also mentioned she had the opportunity to present about the MCEE with Dr. Troy Hutchings and other states that are incorporating the MCEE in their EPPs. She stated it was an honor to share what Hawai'i and its EPPs have been doing for quite a long time because now some of the other states are looking to HTSB to help them incorporate the MCEE.

Licensing Specialist Kris Murakami shared that she thinks the MCEE presentation got other jurisdictions to question what they have or do not have. She mentioned Washington had many questions and stated it was amazing how many other jurisdictions do not have the MCEE in place or as a requirement. She wanted to give kudos to HTSB for adopting the MCEE because it is essential and comes hand-in-hand with professional fitness matters.

Specialist Idica shared that she thinks one of the most valuable parts of this conference is learning about issues that are occurring in other states, becoming aware of issues that have yet to occur in Hawai'i, and also understanding that HTSB is not alone.

Specialist Padua shared that in one of the breakout sessions she attended, she learned that every participating licensing agency is rethinking their licensing management system and how to collect better data and be more efficient. She also shared that the EPPs in all of these participating states are revamping their process and their program rules. She mentioned there was a law passed by the U.S. Department of Education on July 1<sup>st</sup>

regarding out-of-state EPPs who have student teachers complete their clinical experience in another state. She explained there are now requirements that the out-of-state EPPs need to declare to their in-state student teachers so that they do not complete their clinical experience in their home state and later learn they are not qualified for licensure in their home state. She shared that many EPPs nationwide are also revamping at the licensing level and looking at license equivalencies between states. She mentioned it is great for HTSB staff to have a network of colleagues nationwide so that they can reach out to them for clarification about applicants.

Executive Director Villalobos stated all the licensing specialists and herself attend this conference because there are so many great breakout sessions for them to divide and conquer.

Executive Director Villalobos shared that HTSB sponsored an AIR (American Institutes for Research) Data Session meeting with stakeholders during the summer for pre-apprenticeship and registered apprenticeship, working in partnership with HIDEOE, who holds the full contract with AIR. She stated they gathered data to give to legislators and other stakeholders about where the teacher shortages are in Hawai'i, as well as specific data from AIR such as school turnover and what subject area each school needs. She stated HTSB looks forward to working more with AIR to continue gathering data.

Executive Director Villalobos also shared that HTSB attended the National Conference of State Legislatures ("NCSL") in the summer, which Hawai'i state legislators also attend and many of whom Specialist Higa seems to know. She mentioned it is a good time to talk to them, find out what is happening nationally, and attend education breakout sessions. She shared that one of the sessions she attended was about how Colorado invested \$6 million to help address the mental health crisis among its students by offering six free therapy sessions with a licensed therapist. She explained students 12 years old and up do not need parental consent, but students 11 years old and under do. She further shared that Coloardo said they have 12,000 students using the six sessions so far and they are seeing a decline in their state's mental health crisis. She acknowledged that Hawai'i will probably not do this, but stated it was interesting to hear about what other states are doing to invest in students and ensure they have the resources they need to improve their mental health.

Board Member Raymond agreed that mental health was a big topic. She also shared that the theme looked at artificial intelligence, as well as how education is moving forward with technology and the skills students need in order to not just find a job but also produce for their life.

Board Chairperson Miymae shared that it was eye-opening to learn what type of educational issues are coming down the pipe. She mentioned they may be something to talk about with Specialist Higa regarding what HTSB can do to push forward for better education.

Executive Director Villalobos mentioned she already talked about the Educators Rising Workshop sponsored by HTSB. She then offered for board members to attend these conferences, and shared that there are a couple more upcoming national conferences that HTSB has been invited to speak at.

Board Chairperson Miyamae thanked HTSB staff for putting together sponsored workshops and for all their hard work.

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

**PENDING COMMITTEE ACTION – Budget, Personnel, and Strategic Planning Committee: Mew**

The Budget, Personnel, and Strategic Planning Committee met at 9:04 a.m. and looked at one New Business Item (“NBI”). Committee Chairperson Mew was excused from the committee meeting. Committee Vice-Chairperson Bacon led the committee meeting.

**A. NBI 23-42 Revised: Hawai‘i Teacher Standards Board’s Revised Budget for 2024-2025**

Committee Vice-Chairperson Bacon stated the Budget, Personnel, and Strategic Planning Committee deferred NBI 23-42 Revised. He mentioned he thinks the committee needs a bit more clarification on some of the budget reductions.

Board Chairperson Miyamae thanked Board Member Bacon for addressing the budget reduction at the committee. She then called for a motion to defer NBI 23-42 Revised.

Board Member Sanders made a motion to defer NBI 23-42 Revised. Board Member Mew seconded the motion.

Board Chairperson Miyamae called for a roll call vote on the motion to defer NBI 23-42 Revised. Board Chairperson Miyamae did not vote. The motion carried unanimously with all other board members present voting to defer NBI 23-42 Revised.

**ACTION — NBI 23-42 Revised: Hawai‘i Teacher Standards Board’s Revised Budget for 2024-2025, was deferred by the Board.**

**PENDING COMMITTEE ACTION – Legislative Committee: Raymond**

The Legislative Committee met at 9:45 a.m. They had one update and looked at two New Business Items.

**B. Updates Regarding the Upcoming 2025 Legislative Session**

Committee Chairperson Raymond asked Specialist Higa to summarize what was discussed in the legislative update during the committee meeting earlier, as well as some information related to the committee’s NBIs today.

Specialist Higa explained if there is a bill from HTSB in the Governor’s package, it will get more support. She stated it will be part of the education package that goes with HIDEOE, and HTSB has one bill that was introduced last legislative session. She mentioned it is similar to the one that Representative Amy Perruso introduced, but HTSB is amending it a bit to support registered apprenticeship. She acknowledged that HTSB received the SAEF Grant of \$4.9 million, but this bill in the Governor’s package would support registered apprenticeship past the three years of the SAEF grant as it would be money coming from the state. She also addressed the two new legislative priorities, distinguishing between HTSB bills that are in the Governor’s package and outside of it. She stated the permitted interaction group (“P.I.G.”) will work closely with Executive Director Villalobos and herself so that especially the HTSB bill in the Governor’s package passes. She mentioned HTSB has a lot of support from legislators, and Senator Mazie Hirono wants to do something congressionally.



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

**ACTION — None. There were no questions or discussion from board members.**

### **C. NBI 24-02: HTSB's 2025 Legislative Priorities**

Committee Chairperson Raymond reviewed NBI 24-02, highlighting the two new legislative priorities and staff mileage. She stated the Legislative Committee voted to recommend NBI 24-02, 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 24-02, as written. Board Chairperson Miyamae did not vote. The motion carried unanimously with all other board members present voting to approve NBI 24-02, as written.

**ACTION — NBI 24-02: HTSB's 2025 Legislative Priorities, as written, was adopted by the Board.**

### **D. NBI 24-03: Permitted Interaction Group for the 2025 Legislative Session**

Committee Chairperson Raymond reviewed NBI 24-03, explaining the P.I.G. sometimes does not have a full 24-hour turnaround time period to submit things so timely communication from members is very important. She stated the Legislative Committee voted to recommend NBI 24-03, 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 24-03, as written. Board Chairperson Miyamae did not vote. The motion carried unanimously with all other board members present voting to approve NBI 24-03, as written.

**ACTION — NBI 24-03: Permitted Interaction Group for the 2025 Legislative Session, as written, was adopted by the Board.**

## **PENDING COMMITTEE ACTION – Teacher Standards Committee: Sanders**

The Teacher Standards Committee met at 10:30 a.m. and looked at two New Business Items.

### **E. NBI 24-01: License Affirmation (April 2024-July 2024)**

Committee Chairperson Sanders briefly reviewed NBI 24-01, affirming the licenses and permits for the respective months. She stated the Teacher Standards Committee voted to recommend NBI 24-01, 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.

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Board Chairperson Miyamae called for a roll call vote on the motion of whether to approve or deny NBI 24-01, as written. Board Chairperson Miyamae did not vote. The motion carried unanimously with all other board members present voting to approve NBI 24-01, as written.

**ACTION — NBI 24-01: License Affirmation (April 2024-July 2024), as written, was adopted by the Board.**

**F. NBI 24-04: The Expansion of School Counseling Licensure to Include New Grade Levels**

Committee Chairperson Sanders stated the Teacher Standards Committee voted to recommend NBI 24-04, as amended, to the Board. She reviewed NBI 24-04, which includes the Rationale/Background. She then asked Executive Director Villalobos to speak on the amendments.

Executive Director Villalobos explained the 'K' will be removed from the grade level 'PK' so that it is just a 'P-6' grade band. She stated P-6 will be an entirely new grade band that HTSB will offer and it is only for school counseling.

Board Member Gillentine mentioned he had asked about the 'K' during the committee meeting. He explained it was for clarity, but it is also a global philosophical and developmental issue when considering the differences between what it means to be 'pre-K' and 'preschool.' He mentioned sometimes families send their children to school without any prior school experience, so rather than focusing on preparing their children for kindergarten, they are focusing on their children's development.

Board Chairperson Miyamae asked board members if they had any further questions or discussion. There were no further 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 24-04, as amended. Board Chairperson Miyamae did not vote. Board Vice-Chairperson Han was not present during the roll call vote. The motion carried unanimously with all other board members present voting to approve NBI 24-04, as amended.

**ACTION — NBI 24-04: The Expansion of School Counseling Licensure to Include New Grade Levels, as amended, was adopted by the Board.**

## PENDING COMMITTEE ACTION – Teacher Education Committee: Ornelles

The Teacher Education Committee met at 11:15 a.m. and looked at five New Business Items.

**G. NBI 21-05 Revised: Revised State Approval of Leeward Community College Educator Preparation Unit and Programs**

Committee Chairperson Ornelles reviewed NBI 21-05 Revised, highlighting the revisions made in red, which includes the Rationale/Background. She stated the Teacher Education Committee voted to recommend NBI 21-05 Revised, as revised, 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.

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Board Chairperson Miyamae called for a roll call vote on the motion of whether to approve or deny NBI 21-05 Revised, as revised. Board Chairperson Miyamae did not vote. Board Vice-Chairperson Han was not present during the roll call vote. The motion carried unanimously with all other board members present voting to approve NBI 21-05 Revised, as revised.

**ACTION — NBI 21-05 Revised: Revised State Approval of Leeward Community College Educator Preparation Unit and Programs, as revised, was adopted by the Board.**

**H. NBI 21-10 Revised: Approval of Leeward Community College’s Letter of Intent to Plan a SPED PK-3 Initial Licensure Program**

Committee Chairperson Ornelles reviewed NBI 21-10 Revised, which includes the Rationale/Background. She stated the Teacher Education Committee voted to recommend NBI 21-10 Revised, 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 21-10 Revised, as written. Board Chairperson Miyamae did not vote. Board Vice-Chairperson Han was not present during the roll call vote. The motion carried unanimously with all other board members present voting to approve NBI 21-10 Revised, as written.

**ACTION — NBI 21-10 Revised: Approval of Leeward Community College’s Letter of Intent to Plan a SPED PK-3 Initial Licensure Program, as written, was adopted by the Board.**

**I. NBI 20-15 Revised: Approval of the University of Hawai’i at Mānoa’s Letter of Intent to Plan a New Program in School Counseling**

Committee Chairperson Ornelles reviewed NBI 20-15 Revised, highlighting the revisions made in red. She stated the revisions currently align with NBI 24-04, which was heard during the Teacher Standards Committee Meeting earlier at 10:30 a.m. She also stated the Teacher Standards Committee voted to recommend NBI 24-04, as amended, to the Board. She stated the Teacher Education Committee voted to recommend NBI 20-15 Revised, as amended, 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 announced Board Vice-Chairperson Han was excused for the remainder of the meeting, with quorum still established.

Board Chairperson Miyamae called for a roll call vote on the motion of whether to approve or deny NBI 20-15 Revised, as amended. Board Chairperson Miyamae did not vote. The motion carried unanimously with all other board members present voting to approve NBI 20-15 Revised, as amended.

**ACTION — NBI 20-15 Revised: Approval of the University of Hawai'i at Mānoa's Letter of Intent to Plan a New Program in School Counseling, as amended, was adopted by the Board.**

**J. NBI 11-03 Revised: Criteria for Satisfying HTSB's Clinical Experience Options**

Committee Chairperson Ornelles reviewed NBI 11-03 Revised, highlighting the revisions made in red, which includes the Rationale/Background. She stated the Teacher Education Committee voted to recommend NBI 11-03 Revised, as amended, 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 11-03 Revised, as amended. Board Chairperson Miyamae did not vote. The motion carried unanimously with all other board members present voting to approve NBI 11-03 Revised, as amended.

**ACTION — NBI 11-03 Revised: Criteria for Satisfying HTSB's Clinical Experience Options, as amended, was adopted by the Board.**

**K. NBI 12-27 Revised: Student Teaching Policy for HTSB Approved Educator Preparation Providers**

Committee Chairperson Ornelles reviewed NBI 12-27 Revised, which includes the Rationale/Background, and highlighted the revisions made in red. She stated the Teacher Education Committee voted to recommend NBI 12-27 Revised, 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 12-27 Revised, as written. Board Chairperson Miyamae did not vote. The motion carried unanimously with all other board members present voting to approve NBI 12-27 Revised, as written.

**ACTION — NBI 12-27 Revised: Student Teaching Policy for HTSB Approved Educator Preparation Providers, as written, was adopted by the Board.**

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

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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 move into Executive Session at 2:19 p.m.

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

Board Chairperson Miyamae called the meeting back to order at 4:24 p.m.

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

- Meeting minutes from April 26, 2024
- Personnel update from Executive Director Villalobos
- Consultation with Deputy Attorney General Darien Chow (present in-person)
- Discussion about:
  - The enforcement of HAR §8-54-2.4(e) regarding SATEP Data Entry Correction Fee per error
  - The enforcement of HRS §302A-802(c)(2) regarding licensure statuses of current out-of-state applicants
  - The enforcement of HRS §302A-802(a) regarding licensure statuses of current in-state teacher candidates
  - HRS §302A-802(a) regarding the Board giving explicit authority to establish licensing and certification standards that govern teacher licensing and certification in Hawai‘i

## **VI. NEXT HTSB MEETING: September 27, 2024**

Board Chairperson Miyamae stated the next HTSB Board Meeting was scheduled for September 27, 2024. The details of the agenda would come out prior to the meeting.

## **VII. ADJOURNMENT**

Board Chairperson Miyamae adjourned the General Business Meeting at 4:26 p.m.