

**TITLE: Procedure for Hearing Panel**

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Pursuant to §8-54-10 (b) of Hawaii Administrative Rules, the Hawaii Teacher Standards Board shall hold contested case hearings according to the following:

A panel of the board shall serve as the designated hearing officer.

A panel of the Board will adhere to the following criteria:

- The panel will be composed of:
  - Three Board members, including:
    - One teacher member;
    - One principal member\*;
    - One public member\*;
  - One alternate member to serve only in the absence of a regular member;
  - HTSB Chairperson and Vice Chairperson shall not serve on the panel;
- Panels will be convened as needed;
- The panel shall submit their written recommendation on the contested case to the full Board at a regularly scheduled meeting;
- All other conditions and procedures of Board hearings shall be in accordance with HRS Chapter 91, 302A-807 and HAR §8-54.

\*In the event a principal or public member is not able to serve, any other member of the Board may serve as a panel member.

**Submitted by:** Terry Lynn Holck

**Referred to:** Budget, Personnel and Strategic Planning Committee