

TITLE: Regarding Hearing Documents

The Hawaii Teacher Standards Board adopts the following policy on documents presented in a hearing before the Board or a panel of the Board:

- One copy of all documents to be submitted for consideration at a hearing shall be transmitted by each party to all other hearing parties no less than seven (7) days prior to the hearing;
- One intact copy of all documentation submitted to the HTSB becomes part of the individual's official file and shall not be returned to the licensee or permittee;
- Documentation not submitted prior to the hearing will not be allowed as evidence. The panel may allow for late submission of evidence under extenuating circumstances;
- Documents submitted and reviewed in a confidential or closed hearing, as requested by the licensee or permittee, shall remain confidential;
- Documents submitted and reviewed in an open hearing, as requested by the licensee or permittee, shall become part of the public hearing record.

Submitted by: Terry Lynn Holck

Referred to: Legislative and By-Laws Committee

