

**TITLE: The Hawai'i Teacher Standards Board Budget for 2025-2026**

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The Hawai'i Teacher Standards Board (HTSB) adopts the budget for the 2025-2026 school year.

<b>Hawai'i Teacher Standards Board 2025-2026 Budget</b>	<b>Allocated Funds</b>
<b>Personnel:</b>	
Executive Director 73645 Licensing Specialists 74675, 69987, 603889, 603890, 605596, 605597 Secretary 52758 Licensing Clerks 57914, 57915, 805974, 805975	1,023,098
Hawai'i Department of Education and Charter School substitutes for classroom teachers, school counselors, school librarians to attend meetings, workgroups, presentations, trainings, conferences, and other events.	15,000
<b>Total Personnel Costs</b>	<b>1,038,098</b>

<b>Operations and Quality Assurance</b>		
1	HTSB online system for teacher license applications, license renewal, storage of licensing data and documents: Ongoing licensing system maintenance and security, expansion to support additional licenses and permits, continuous technical support, enhanced reporting modules, and user interface improvements to facilitate remote access for teachers and HTSB staff—ensuring the integrity and efficiency of the licensing process.	300,000
2	<ul style="list-style-type: none"> <li>• HTSB Quality Assurance, Security, and Support: Data mining, auditing, research, quality control, website buildout and maintenance, reviews (including EPP reviews), training, mentor support/trainings, seminars, stipends, materials, transportation, mileage, meals/refreshments, rental space for meetings, lodging, equipment, and other resources.</li> <li>• Address Teacher Shortage: Research and development of initiatives (teacher apprenticeships, teacher pre-apprenticeships, teacher residencies, etc.), management of programs, grant writing, stakeholder meetings, trainings, seminars, curriculum, stipends, materials, transportation, mileage, meals/refreshments, lodging, rental space for meetings, other resources, and other expenses as deemed appropriate by the Board Chairperson and Executive Director.</li> </ul>	100,000
3	Web hosting for online system and website: This budget item maintains capacity for storage of online records.	25,000
4	Office lease and Common Area Maintenance (CAM) for Dole Cannery, additional office space, and/or other office space for lease, and moving costs.	70,000

5	Office operations: Standard office support, including office supplies, equipment, postage, HTSB branded items, furniture, buildout materials, other materials, additional moving costs, moving supplies, awards, subscriptions, maintenance not covered under the office rental lease, and other expenses as deemed appropriate by the Board Chairperson and Executive Director.	99,300
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<b>Statewide Preparation and Professional Development for Teachers</b>		
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6	<ul style="list-style-type: none"> <li>Statewide training for in-service teachers, teacher candidates, Educator Preparation Provider (EPP) support, accreditation, workgroups, other convenings, meals/refreshments, stipends, resources, materials, equipment, rental space for meetings, transportation, parking fees, inter-island travel, out-of-state travel, mileage, per diem, dues, subscriptions, additional fees, research, and scholarships for preparation outlined in HAR §8-54-19 (including MCEE).</li> <li>Statewide National Board for Professional Teaching Standards (NBPTS) candidate support, trainings, meetings, collective work, other convenings, recognition items, NBPTS branded items, awards, stipends, materials, equipment, additional fees, registration, subscriptions, dues, meals/refreshments, mileage, rental space for meetings, lodging, transportation, parking fees, inter-island travel, out-of-state travel, other resources and expenses as deemed appropriate by the Board Chairperson and Executive Director.</li> </ul>	95,000
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<b>Meetings and Training for Board Members, Staff</b>		
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7	Board meetings and other meetings for interviews, hearings, hearing support, trainings, retreats, staff trainings, professional development, team building, materials, transportation, parking fees, equipment, recognition items, other resources, meals/refreshments, mileage, per diem, lodging, rental space for meetings/convenings/trainings, mileage, and inter-island travel. Support services and subscriptions to hold meetings (Court Reporter, Zoom, Doodle Poll, Vimeo, Survey Monkey, etc.), and other expenses as deemed appropriate by the Board Chairperson and Executive Director.	45,000
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8	Board members, staff, and stakeholders to attend and/or present at in-person or virtual trainings and conferences on licensing, professional practices, ethics, NBPTS, teacher education, alternative routes, accreditation, educator preparation programs, indigenous education, training, educational initiatives, legislation, research, and pathways to alleviate the teacher shortage in Hawai'i. Participation may be in-person or virtual and may include registration, dues, meeting support, recognition items, equipment, additional fees, meals/refreshments, rental space for meetings, parking fees, mileage, per diem, transportation, lodging, inter-island, out-of-state travel, and other expenses as deemed appropriate by the Board Chairperson and Executive Director.	95,000
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<b>Total Operational Costs</b>		<b>829,300</b>
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<b>TOTAL Personnel and Operations</b>		<b>1,867,398</b>
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**Rationale/Background:**

The 2025–2026 budget outlines both the anticipated funding HTSB will receive and the projected expenses for the fiscal year. It is designed to support the responsible and strategic use of resources in alignment with HTSB’s priorities and obligations. However, the budget remains subject to change based on any future adjustments to HTSB’s allocation.

**Submitted by:** Kristi Miyamae

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