

New Business Item 24-33 Revised

Introduced April 25, 2025

Approved April 25, 2025

Reintroduced August 8, 2025

Deferred August 8, 2025

Reintroduced September 12, 2025

Approved September 12, 2025

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

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

Hawai'i Teacher Standards Board 2025-2026 Budget		Allocated Funds
Personnel:		
Executive Director 73645 Licensing Specialists 74675, 69987, 603889, 603890, 605596, 605597 Business Manager I 807257 Institutional Analyst II 606421 Secretary 52758 Licensing Clerks 57914, 57915, 805974, 805975		1,348,517
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
Total Personnel Costs		1,363,517

	Operations and Quality Assurance	
1	HTSB online system for teacher license applications, license renewal, and 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"> 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. 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. 	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.	70,390
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	Statewide Preparation and Professional Development for Teachers	
6	<ul style="list-style-type: none"> 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). 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, and other resources and expenses as deemed appropriate by the Board Chairperson and Executive Director. 	80,000
	Meetings and Training for Board Members, Staff	
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.	35,000
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.	65,000
	Total Operational Costs	745,390
	TOTAL Personnel and Operations	2,108,907

Rationale/Background (4-25-25):

The Hawai'i Teacher Standards Board (HTSB) has received clarification from the Hawai'i Department of Education (HIDOE) regarding an \$83,910 decrease in HTSB's funding allocation for Fiscal Year 2025–2026.

According to HIDOE:

“Your program requested two new positions—Business Management Officer **and** Institutional Analyst—and \$226,848 in salary funding, which were approved by the Legislature for the FB 2025–2027 budget. The Department was fortunate this past Legislative session to secure additional resources, including these positions and associated funds for your program. The \$83,910 reduction is part of the Department's collective effort to secure necessary resources for Hawai'i's public school system.”

Rationale/Background (9-12-25):

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

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Hawai'i Teacher Standards Board 2025-2026 Budget		Allocated Funds
Personnel:		
Executive Director 73645		
Licensing Specialists 74675, 69987, 603889, 603890, 605596, 605597		
<u>Business Manager I 807257</u>		<u>1,023,098</u>
<u>Institutional Analyst II 606421</u>		<u>1,348,517</u>
Secretary 52758		
Licensing Clerks 57914, 57915, 805974, 805975		
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
Total Personnel Costs		<u>1,038,098</u> <u>1,363,517</u>

	Operations and Quality Assurance	
1	HTSB online system for teacher license applications, license renewal, and 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"> 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. 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. 	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	70,000

	costs.	
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 (-\$28,910) <u>70,390</u>

	Statewide Preparation and Professional Development for Teachers	
6	<ul style="list-style-type: none"> 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). 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, and other resources and expenses as deemed appropriate by the Board Chairperson and Executive Director. 	95,000 (-15,000) <u>80,000</u>
	Meetings and Training for Board Members, Staff	
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 (-10,000) <u>35,000</u>
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 (-30,000) <u>65,000</u>
	Total Operational Costs	829,300 <u>745,390</u>
	TOTAL Personnel and Operations	1,867,398 <u>2,108,907</u>

Rationale/Background:

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