

Hawai'i Teacher Standards Board
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DOCUMENTATION OF MEETING HTSB TEACHER PERFORMANCE STANDARDS FOR LICENSE RENEWAL

1. DIRECTIONS

Complete and sign this form. Upload this completed form to the Documents tab of your HTSB Profile.

2. PERSONAL INFORMATION

HTSB ID from your My Profile tab in your online record _____ Last 4 digits SS# XXX-XX-_____

 Last name First name Middle name

Statement of Affirmation:

I hereby affirm that the information contained in this form is true and accurate. I understand that misrepresentation or falsification is grounds for the Hawaii Teacher Standards Board to deem me in non-compliance with meeting renewal requirements. My license status may change, and the Board may impose other disciplinary sanctions.

Applicant signature _____ Date _____

3. APPLICANT TO COMPLETE THIS SECTION

- The Hawai'i Performance Standards for teachers are listed in the following table in column one.
- The second column lists examples of professional growth activities that could be used to meet the standard.
- The third column provides examples of documentation that can be used for meeting the standard.
- Check off the documents you are using for verification that you meet the standards.

Standard	The following activities meet each standard individually.	Suggested Documentation
<p>STANDARD 1: Learner Development</p> <p>The teacher understands how learners grow and develop, recognizing that patterns of learning and development vary individually within and across the cognitive, linguistic, social, emotional, and physical areas, and designs and implements developmentally appropriate and challenging learning experiences.</p>	<p>Suggested Professional Activities:</p> <p>Suggested Activity 1a: Participate in professional development activities such as courses, workshops, conferences, seminars, symposia, and in-service training relating to learner development.</p>	<p>Suggested Evidence:</p> <p>Suggested Evidence for Activity 1a:</p> <p><input type="checkbox"/> Evidence of participation in professional development activity OR <input type="checkbox"/> Document verifying service as a facilitator OR <input type="checkbox"/> Assignment or reflection paper</p>
	<p>Suggested Activity 1b: Based on assessments, design and implement developmentally appropriate instruction that takes into account individual learners' strengths, interests, and needs.</p>	<p>Suggested Evidence for Activity 1b:</p> <p><input type="checkbox"/> Unit and lesson plans OR <input type="checkbox"/> Sample activities with modifications OR <input type="checkbox"/> Data to show increased student learning or enhanced teaching practices</p>
	<p>Suggested Activity 1c: Develop and implement methods of assessment that guide instruction.</p>	<p>Suggested Evidence for Activity 1c:</p> <p><input type="checkbox"/> Copies of formative and summative assessments and modifications OR <input type="checkbox"/> Data on student learning outcomes OR <input type="checkbox"/> Reflection on what adaptations or modifications will need to be made to lessons as a result of the data</p>
	<p>Suggested Activity 1d: Collaborate with families, communities, and other professionals to promote learner growth and development.</p>	<p>Suggested Evidence for Activity 1d:</p> <p><input type="checkbox"/> Meeting notes OR <input type="checkbox"/> Agenda OR <input type="checkbox"/> Improvement plans</p>

<p>STANDARD 2: Learning Differences</p> <p>The teacher uses understanding of individual differences and diverse cultures and communities to ensure inclusive learning environments that enable each learner to meet high standards.</p>	<p>Suggested Activity 2a:</p> <p>Participate in professional development activities such as courses, workshops, conferences, seminars, symposia, and in-service training on students with exceptional needs, English language learners, or other groups of diverse learners.</p>	<p>Suggested Evidence for Activity 2a:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Evidence of participation in professional development activity OR <input type="checkbox"/> Course completion verification OR <input type="checkbox"/> Document verifying service as a facilitator OR <input type="checkbox"/> Assignment or reflection paper
	<p>Suggested Activity 2b:</p> <p>Develop and implement instruction that takes into account each student’s diverse learning strengths and needs. Create opportunities for students to demonstrate their learning in different ways.</p>	<p>Suggested Evidence for Activity 2b:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Unit and lesson plans OR <input type="checkbox"/> Differentiated lesson plans OR <input type="checkbox"/> Modified evaluation strategies OR <input type="checkbox"/> Data to show increased student learning or enhanced teaching practices
	<p>Suggested Activity 2c:</p> <p>Incorporate learning centers into the classroom to help each student meet high standards.</p>	<p>Suggested Evidence for Activity 2c:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Description of learning centers and rationale about why they were chosen OR <input type="checkbox"/> Data to show increased student learning or enhanced teaching practices
	<p>Suggested Activity 2d:</p> <p>Incorporate culture based lessons, including Native Hawaiian history and culture, into curriculum.</p>	<p>Suggested Evidence for Activity 2d:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Unit and lesson plans OR <input type="checkbox"/> Sample activities with modifications OR <input type="checkbox"/> Data to show increased student learning or enhanced teaching practices
<p>STANDARD 3: Learning Environments</p> <p>The teacher works with others to create environments that support individual and collaborative learning and that encourage positive social interaction, active engagement in learning, and self-motivation.</p>	<p>Suggested Activity 3a:</p> <p>Participate in professional development activities such as courses, workshops, conferences, seminars, symposia, and in-service training on technologies that could be used to improve your performance or student learning.</p>	<p>Suggested Evidence for Activity 3a:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Evidence of participation in professional development activity OR <input type="checkbox"/> Course completion verification OR <input type="checkbox"/> Document verifying service as a facilitator OR <input type="checkbox"/> Assignment or reflection paper
	<p>Suggested Activity 3b:</p> <p>Collaborate with learners, families, the community, and colleagues to support each other and help build a safe, positive learning climate.</p>	<p>Suggested Evidence for Activity 3b:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Meeting notes OR <input type="checkbox"/> Improvement plans
	<p>Suggested Activity 3c:</p> <p>Develop learning experiences that engage learners in collaborative and self-directed learning.</p>	<p>Suggested Evidence for Activity 3c:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Collaborative learning plan OR <input type="checkbox"/> Unit and lesson plans OR <input type="checkbox"/> Activities for student collaboration

<p>STANDARD 3: Learning Environments</p> <p>The teacher works with others to create environments that support individual and collaborative learning and that encourage positive social interaction, active engagement in learning, and self-motivation.</p> <p><i>Continued</i></p>	<p>Suggested Activity 3d: Incorporate learning centers into the classroom to help each student meet high standards.</p>	<p>Suggested Evidence for Activity 3d:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Description of learning centers and rationale about why they were chosen OR <input type="checkbox"/> Student work samples OR <input type="checkbox"/> Data to show increased student learning or enhanced teaching practices
<p>STANDARD 4: Content Knowledge</p> <p>The teacher understands the central concepts, tools of inquiry, and structures of the discipline(s) he or she teaches and creates learning experiences that make these aspects of the discipline accessible and meaningful for learners to assure mastery of the content</p>	<p>Suggested Activity 4a: Participate in professional development activities such as courses, workshops, conferences, seminars, symposia, and in-service training on the content area.</p>	<p>Suggested Evidence for Activity 4a:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Evidence of participation in professional development activity Or <input type="checkbox"/> Course completion verification Or <input type="checkbox"/> Document verifying service as a facilitator Or <input type="checkbox"/> Assignment or reflection paper Or <input type="checkbox"/> Reflection
	<p>Suggested Activity 4b: Read a professional article or book on a content area.</p>	<p>Suggested Evidence for Activity 4b:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Written reports or journals describing knowledge gained through this reading and how it might be used OR <input type="checkbox"/> Blog
	<p>Suggested Activity 4c: Develop standards-based content curriculum.</p>	<p>Suggested Evidence for Activity 4c:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Curriculum Map and Pacing Guide aligned with the content Common Core Standards Or <input type="checkbox"/> Curriculum plans that include learning goals for students, samples of activities, and outcomes
	<p>Suggested Activity 4d: Develop and implement developmentally appropriate instruction that uses multiple representations and explanations that capture key ideas in the discipline.</p>	<p>Suggested Evidence for Activity 4d:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Unit and lesson plans OR <input type="checkbox"/> Work samples that represent learners' content knowledge OR <input type="checkbox"/> Data to show increased student learning or enhanced teaching practices
<p>STANDARD 5: Application of Content</p> <p>The teacher understands how to connect concepts and use differing perspectives to engage learners in critical thinking, creativity, and collaborative problem solving related to authentic local and global issues.</p>	<p>Suggested Activity 5a: Participate in professional development activities such as courses, workshops, conferences, seminars, symposia, and in-service training.</p>	<p>Suggested Evidence for Activity 5a:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Evidence of participation in professional development activity OR <input type="checkbox"/> Course completion verification OR <input type="checkbox"/> Document verifying service as a facilitator OR <input type="checkbox"/> Assignment or reflection paper

<p>STANDARD 5: Application of Content</p> <p>The teacher understands how to connect concepts and use differing perspectives to engage learners in critical thinking, creativity, and collaborative problem solving related to authentic local and global issues.</p> <p><i>Continued</i></p>	<p>Suggested Activity 5b: Develop and implement multidisciplinary projects that challenge learners to apply their knowledge of content areas.</p>	<p>Suggested Evidence for Activity 5b:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Unit and lesson plans OR <input type="checkbox"/> Work samples that represent learners' application of content knowledge OR <input type="checkbox"/> Data to show increased student learning or enhanced teaching practices
<p>STANDARD 6: Assessment</p> <p>The teacher understands and uses multiple methods of assessment to engage learners in their own growth, to monitor learner progress, and to guide the teacher's and learner's decision making.</p>	<p>Suggested Activity 6a: Participate in professional development activities such as courses, workshops, conferences, seminars, symposia, and in-service training on topics related to assessments.</p>	<p>Suggested Evidence for Activity 6a:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Evidence of participation in professional development activity OR <input type="checkbox"/> Course completion verification OR <input type="checkbox"/> Document verifying service as a facilitator OR <input type="checkbox"/> Assignment of reflection paper
	<p>Suggested Activity 6b: Design both formative and summative assessments that monitor learner progress and guide teaching.</p>	<p>Suggested Evidence for Activity 6b:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Copies of formative and summative assessments OR <input type="checkbox"/> Assessments of student and school needs OR <input type="checkbox"/> Data on student learning outcomes OR <input type="checkbox"/> Reflection on what adaptations or modifications will need to be made to the lesson as a result of the data
	<p>Suggested Activity 6c: Design a unit/lesson plan with multiple types of assessments to give each student opportunities to demonstrate their knowledge through a variety of products and performances.</p>	<p>Suggested Evidence for Activity 6c:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Unit/lesson plan OR <input type="checkbox"/> Copy of assessments and rationale for their development OR <input type="checkbox"/> Student work samples
	<p>Suggested Activity 6d: Develop and implement instruction that uses multiple ways of assessing student learning,</p>	<p>Suggested Evidence for Activity 6d:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Unit/lesson OR <input type="checkbox"/> Sample activities showing evidence of using multiple ways of assessing
<p>STANDARD 7: Planning for Instruction</p> <p>The teacher plans instruction that supports every student in meeting rigorous learning goals by drawing upon knowledge of content areas, curriculum, cross-disciplinary skills, and pedagogy, as well as knowledge of learners and the community context.</p>	<p>Suggested Activity 7a: Collaborate with professionals who have specialized expertise (e.g., special educators, related service providers, language learning specialists, librarians, media specialists) to design and jointly deliver learning experiences to meet unique learning needs.</p>	<p>Suggested Evidence for Activity 7a:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Unit and lesson plans OR <input type="checkbox"/> Work samples that represent learners' application of content knowledge OR <input type="checkbox"/> Data to show increased student learning or enhanced teaching practices

	<p>Suggested Activity 7b: Develop and implement instruction that takes into account each student’s learning goals.</p>	<p>Suggested Evidence for Activity 7b:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Differentiated unit/lesson plan OR <input type="checkbox"/> Sample activities OR <input type="checkbox"/> Data to show increased student learning or enhanced teaching practices
	<p>Suggested Activity 7c: Evaluate and modify instruction, resources and curriculum materials in relation to short- and long-range goals and systematically adjusts plans to meet each student’s learning needs and enhance learning.</p>	<p>Suggested Evidence for Activity 7c:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Modified instruction and rationale OR <input type="checkbox"/> Student work samples OR <input type="checkbox"/> Reflection OR <input type="checkbox"/> Data to show increased student learning or enhanced teaching practices
	<p>Suggested Activity 7d: Participate in school-level professional learning communities.</p>	<p>Suggested Evidence for Activity 7d:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Meeting notes OR <input type="checkbox"/> Improvement plans
<p>STANDARD 8: Instructional Strategies</p> <p>The teacher understands and uses a variety of instructional strategies to encourage learners to develop deep understanding of content areas and their connections, and to build skills to apply knowledge in meaningful ways.</p>	<p>Suggested Activity 8a: Develop and implement instruction that uses appropriate strategies and resources to adapt instruction to the needs of individuals and groups of learners.</p>	<p>Suggested Evidence for Activity 8a:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Unit and lesson plans OR <input type="checkbox"/> Work samples that represent learners’ application of content knowledge OR <input type="checkbox"/> Data to show increased student learning or enhanced teaching practices OR <input type="checkbox"/> Instructional strategies (video, jigsaw) and the rationale for using them
	<p>Suggested Activity 8b: Monitor student learning and adjust instruction in response to student learning needs.</p>	<p>Suggested Evidence for Activity 8b:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Examples of monitoring techniques OR <input type="checkbox"/> Rationale for adjusting work OR <input type="checkbox"/> Data to show increased student learning or enhanced teaching practices
	<p>Suggested Activity 8c: Engage students in using a range of learning skills and technology tools to access, interpret, evaluate, and apply information.</p>	<p>Suggested Evidence for Activity 8c:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Curriculum Map & Pacing Guide OR <input type="checkbox"/> Curriculum plans that include learning goals for students OR <input type="checkbox"/> Unit/lesson plan OR <input type="checkbox"/> Student work samples
<p>STANDARD 9: Professional Learning and Ethical Practice</p> <p>The teacher engages in ongoing professional learning and uses evidence to continually evaluate his/her practice, particularly the effects of his/her choices and actions on others (learners, families, other professionals, and the community), and adapts practice to meet the needs of each learner.</p>	<p>Suggested Activity 9a: Participate in professional development activities such as courses, workshops, conferences, seminars, symposia, and in-service training on technologies that could be used to improve your performance or student training.</p>	<p>Suggested Evidence for Activity 9a:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Evidence of participation in professional development activity OR <input type="checkbox"/> Course completion verification OR <input type="checkbox"/> Document verifying service as a facilitator OR <input type="checkbox"/> Assignment or reflection paper

<p>STANDARD 9: Professional Learning and Ethical Practice</p> <p>The teacher engages in ongoing professional learning and uses evidence to continually evaluate his/her practice, particularly the effects of his/her choices and actions on others (learners, families, other professionals, and the community), and adapts practice to meet the needs of each learner.</p> <p><i>Continued</i></p>	<p>Suggested Activity 9b: Reflect on your teaching practice. Plan and implement adaptations/adjustments to improve your practice.</p>	<p>Suggested Evidence for Activity 9b:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Reflections OR <input type="checkbox"/> Rationale for adjusting practice OR <input type="checkbox"/> Evidence of improved practice
	<p>Suggested Activity 9c: Teach safe, legal, and ethical use of information and technology and respect for others in the use of social media.</p>	<p>Suggested Evidence for Activity 9c:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Unit/lesson plan OR <input type="checkbox"/> Sample activities OR <input type="checkbox"/> Assessments OR <input type="checkbox"/> Student work samples
	<p>Suggested Activity 9d: Develop a professional growth plan based on feedback from teacher evaluation, observations, personal reflections, and data on learners.</p>	<p>Suggested Evidence for Activity 9d:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Personal plans for professional growth OR <input type="checkbox"/> Evidence of meeting Professional Growth Plan goals
<p>STANDARD 10: Leadership and Collaboration</p> <p>The teacher seeks appropriate leadership roles and opportunities to take responsibility for student learning, to collaborate with learners, families, colleagues, other school professionals, and community members to ensure learner growth, and to advance the profession.</p>	<p>Suggested Activity 10a: Participate in a local, state, or a national professional organization to promote 21st century teaching and learning concepts and strategies.</p>	<p>Suggested Evidence for Activity 10a:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Meeting minutes OR <input type="checkbox"/> Agenda OR <input type="checkbox"/> Other documentation verifying service OR <input type="checkbox"/> Samples of completed activities
	<p>Suggested Activity 10b: Share professional knowledge and skills at a district, complex, state, or national level conference.</p>	<p>Suggested Evidence for Activity 10b:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Powerpoint OR <input type="checkbox"/> Reflection OR <input type="checkbox"/> Principal verification OR <input type="checkbox"/> Sample of completed activities OR <input type="checkbox"/> Verification of presentation
	<p>Suggested Activity 10c: Service on a formal education-related committee.</p>	<p>Suggested Evidence for Activity 10c:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Meeting minutes OR <input type="checkbox"/> Agenda OR <input type="checkbox"/> Verification of participation
	<p>Suggested Activity 10d: Peer Coach or mentor a teacher.</p>	<p>Suggested Evidence for Activity 10d:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Observation forms OR <input type="checkbox"/> Student teaching evaluations OR <input type="checkbox"/> Other documentation verifying coaching/mentoring
	<p>Suggested Activity 10e: Collaborate with peers, families, and learners in a school-wide effort to build a shared vision and supportive culture, identify common goals, and monitor and evaluate progress toward those goals.</p>	<p>Suggested Evidence for Activity 10e:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Meeting notes and attendance sheets OR <input type="checkbox"/> Sample of completed activities OR <input type="checkbox"/> Reflection