

HTSB PUBLIC MEETING and TESTIMONY INFORMATION:

WRITTEN TESTIMONY: The Hawaii Teacher Standards Board welcomes public testimony on agenda items. Written testimony should be submitted and received at least **49 hours prior** to the meeting. Testimony received after this deadline may be posted on HTSB's website and distributed **after** the meeting.

Persons interested in submitting written public testimony shall **Submit testimony by one of the following methods:**

- Email to htsb@hawaii.gov
- FAX to 808-586-2606
- Mail to HTSB, 650 Iwilei Road, Suite 268, Honolulu, HI 96817

Submitting written testimony to any other e-mail address will be processed as late testimony.

Indicate the following information on written testimony:

- Include "Testimony" in the subject line
- Name with position/title and organization, if applicable;
- Meeting (name of committee or General Business meeting);
- Agenda item; and
- Position (support, oppose, or comment)

ONLINE TESTIMONY: Persons wishing to provide online testimony via Zoom must be logged in to Zoom using the same name they used to sign up for testimony. Testifiers shall use the Chat Box to provide their name and agenda item(s) they are testifying on. Testifiers will be called on and unmuted to give their testimony at the appropriate time in the agenda. Testimony must be related to an item that is on the agenda. Each individual is allotted five minutes, or an amount of time otherwise designated by the Chairperson, to provide testimony to the Board and/or committee.

MEETING MATERIALS: To reduce costs, electronic materials are posted on the HTSB website, www.hawaiiteacherstandardsboard.org. For those who wish to have copies, the HTSB office will make copies of such materials at a cost of \$0.25 per sheet, payable by check to HTSB.

ASSISTANCE: Individuals who plan to attend and need special assistance, please call 808-586-2601 at least four (4) business days before the meeting

PHYSICAL MEETING LOCATION: 650 Iwilei Road, Suite 158, Honolulu, HI 96817 (**Dole Cannery**)

VIRTUAL MEETINGS: Virtual meeting Zoom links can be found on the top of all agendas. Agendas can be found on [HTSB website](#)

PARKING:

- Free parking: Dole Cannery Open-Air Parking Lot – Free parking is available in the parking lot directly behind the Dole Cannery and adjacent to the Costco parking lot. Lot entry is from Alakawa Street. There is no charge for parking in this free lot (2-hour limit).
- Pay parking: Dole Cannery Parking Structure – Pay parking is available in the parking structure across Iwilei Road above the Regal Cinema theaters. The entrance is on Pacific Street. You will pay for your parking when you exit the garage.