



TO: Members of the Hawai'i Teacher Standards Board
FROM: Lynn Hammonds, Executive Director
RE: Report for January 2016
DATE: January 8, 2016

Office Operations

The Executive Director

The office has been relatively quiet over the holidays. Staff enjoyed some time off to be with their families over the holidays and now we are ramping up for the next wave of program completers who will become licensed.

My activities since the last Board report included:

State partner and stakeholder meetings with:

- Met with Kahuawaiola Indigenous Teacher Education Program at the University of Hawaii-Hilo College of Hawaiian Language to discuss details of the HTSB/World Indigenous National Higher Education Consortium joint review. As your review of Kahuawaiola is ground breaking in the indigenous teacher preparation field, WINHEC is moving forward with a protocol that will be piloted at Kahuawaiola. Once again, Hawaii leads the way!
- Met with the Director of the Office of Early Learning to discuss existing teacher preparation and how currently licensed teachers can add the Early Childhood Education field to their licenses to meet the expanding need for ECE teachers in Hawaii.
- Met with the Department of Education on enhancing the procedure for notifying forfeited/expired license holders.
- Met with a representative of Hope Street Group to discuss their Teacher Leader professional development as well as the work of Hawaii Hope Street Fellows.
- Met with Leeward Community College to discuss ways they can help meet the need for special education teachers on the Leeward Coast.
- Met with Representative Takashi Ohno to discuss his interest in Teacher Leaders and the alternative pathway to licensure.

- Attended the Teacher Education Coordinating Committee (TECC) meeting and afterward had a positive meeting with those interested in the performance assessments. Some Hawaii EPP are interested in developing a state version and they will be presenting their proposals to you at the June meeting.
- Met with the new Chairperson of the Board of Education to provide an overview of the HTSB's work on licensure and how we interface with the Department of Education and Charter Schools.
- Met with a representative of Project Lead the Way, a national non-profit which promotes hands on STEM education in K-12 classrooms and currently working with about thirty Hawaii schools.
- Attended the Legislative Coordinators Meeting held by the Governor's policy team.
- Met with Representative Ito's staff to answer questions about Emergency Hire teachers.
- Met with representatives of the State Office of Information Technology to transition to Office365 as HIC is no longer supporting email.
- Convened the first meeting of the Alternative Pathways to Licensure Work Group. There was a great turnout, including Senator Michelle Kidani, the DOE, HSTA, HGEA (as Educational Assistants will be a focus of part of the pathway), and Hawaii EPP.
- Presented licensure information to Chaminade University's school counseling cohort completing their program this semester.

National partner meetings and conference calls with:

- Attended the Council for Accreditation of Educator Preparation (CAEP) review of Teach for America. During the review at TFA's offices I also had the opportunity to discuss their new Teacher Leader professional development program for veteran corps members.
- Attended CAEP training presented by Stevie Chepko, Senior Vice President at CAEP.
- Convened a conference call for jurisdictional members of the National Association of State Directors of Teacher Education and Certification (NASDTEC) to discuss current topics in licensure and preparation.
- Met with representatives from the Ontario military to discuss teacher licensure for their members who participate in exchanges with US military in Hawaii.

HTSB office staff meetings, trainings and vendor meetings:

- Met daily with the Licensing Specialists to review data.
- Interviewed and hired our new official Licensing Specialist, Dr. Topher Erickson.
- Met as needed with other HTSB staff.
- Held the quarterly full staff meeting.
- Met with Hawaii Information Consortium representatives to monitor status of the licensing system and HIC support for both the system and the website.

Your meeting will be Friday, January 15, 2016 in Room 158 at Dole Cannery.

The Teacher Standards Committee (Villalobos, DeLong, N. Tom, Cayetano, Kawazoe, Murashige, Stewart, Teramae, Holck) will meet at 9:30 am to discuss and take possible action on the following:

- A. **NBI 15-19:** Adoption of Passing Score for the Educational Testing Service (ETS) Performance Assessment for Teachers (PPAT) for Use as an Alternative Clinical Experience Option: This NBI asks you to adopt the passing score of 40 points out of 60 for the ETS PPAT performance assessment for teachers. Currently this assessment is not required for program completion in Hawaii preparation programs but is an option for their use with qualified teacher candidates, such as those who have been teaching in private schools or at the university level. Data will be collected on this assessment for consideration when the performance assessments are implemented in 2020. The Research Memorandum generated by the standard setting panel convened by ETS can be found below the NBI listing on the website and a full description of the panel's procedure and recommendations are outlined in detail.

- B. **NBI 15-20:** Educational Testing Service (ETS) Test Revisions: This NBI asks you to adopt a new licensure test for the Teaching English to Speakers of Other Languages (TESOL) field as the current test is being retired by ETS. The recommended passing score is 155 for this new test. A transition year is built in to the NBI to account for any candidates who may take the "old" test for up to a year after the "new" test is deployed and possibly still available on the ETS website.

- C. **NBI 12:29:** Verification of Basic Skills and Content Knowledge for Licensure, Revision: You are asked to revise this NBI to include an additional option for the content knowledge for elementary education candidates. In March of 2013 you approved four new options for other content fields but ordinarily elementary education candidates do not have coursework outside of their preparation program in elementary education as in other fields. Members of the TECC recommended this language, which requires nine semester hours in each of the four core content fields (language arts, mathematics, science and social studies). The Praxis elementary test is divided into sections for these same four fields and the TECC representatives, who will attend the committee meeting, feel that thirty-six college/university semester hours will be equivalent to the subtests of the four and a quarter hour test.

The ACT is also highlighted on the basic skills section of the NBI. This addition to the basic skills options was adopted in 2014 on another business item and is included here for clarity.

- D. **NBI 14-25:** State Approval of the University of Phoenix-Hawaii Educator Preparation Unit and Programs, Revision: The University of Phoenix NBI, which you approved in June of last year, required the preparation unit to submit documentation on their progress toward meeting areas of improvement cited in their last national review by the National Council for Accreditation of Teacher Education (NCATE). The unit's response can be found below the

NBI on the webpage. The actual revision to the NBI is addition of their Elementary Education master's program, which was inadvertently omitted on the original business item.

E. **NBI 14-08:** Chaminade University of Honolulu Early Childhood Education PK-K Revision of State Approval Timeline, Revision: This NBI asks you to grant an extension to Chaminade University's early childhood education program as their national accreditor, the Montessori Accreditation Council for Teacher Education (MACTE) was unable to conduct the onsite review before February 2016. Letters from both Chaminade and MACTE identify the dates of the review can be found below the NBI on the webpage.

F. Review of the National Model Code of Ethics for Educators (NMCEE) and the Hawaii Code of Ethics

AND

G. Discussion of procedure and timeline for possible endorsement or adoption of the MCEE and revision of the Hawaii Code of Ethics

Our school year started with the outstanding Ethics Summit, which featured the new National Model Code of Ethics for Educators. At the upcoming meeting you will review this code in detail, along with the existing Hawaii Code of Ethics. You will decide on a process and timeline for consideration of whether to adopt this code to replace the existing Hawaii code or to endorse the national code and keep the current Hawaii code. A sample timeline follows:

Fall 2016: Gather input from stakeholders via a workgroup.

Spring 2017: Survey licensees if recommended by workgroup.

Fall 2018: If moving to adopt draft Hawaii Administrative Rule language and hold public hearing. If moving to endorse, adopt statement of endorsement.

The Legislative Committee (Cayetano, Lee-Williams, Mew, Pateman, Kawazoe, Stewart, Park Toyama, Holck) **will meet at 11:00 am** to discuss the upcoming Legislative session. Committee Chairperson Cayetano is not able to attend the meeting so Committee Vice-Chairperson Lee-Williams will lead the discussion.

All NBI and supporting documentation may be found on the January agenda online at this address:

<http://www.htsb.org/about-us/about-the-standards-board/board-meetings/board-meeting-january-2016-agenda/>

Thanks to DPSA Toma for making these materials easily accessible on our website for review prior to the meetings.

The Budget, Personnel and Strategic Planning Committee and the Teacher Education Committee will not meet.

The Working Lunch will feature updates and round table discussion with:

- Hawaii Department of Education, Educator Evaluation System (EES) Update: Sean Arai, Director, Personnel Development Branch and Jeff Hoover, EES Administrator
- State Public Charter School Commission, Annual Report to HTSB: Tom Hutton, Executive Director and Beth Bulgeron, Academic Performance Manager
- Educational Testing Service Update: Peter Yeager, National Director, Client Relations

Chairperson Holck will call the Business Meeting to order at **1:30 pm**. New Business Items from the committees mentioned above will be considered.

The following items will be considered in Executive Session:

- Approval of Executive Session Minutes from the November 13, 2015 meeting
- NBI 15-21: License affirmation
- NBI 15-22: Case 15-01
- NBI 15-23: Case 15-02
- I will provide an update on my progress toward the goals set in NBI 15-18 at the November meeting.

Data for November 1 – December 31, 2015 follows.

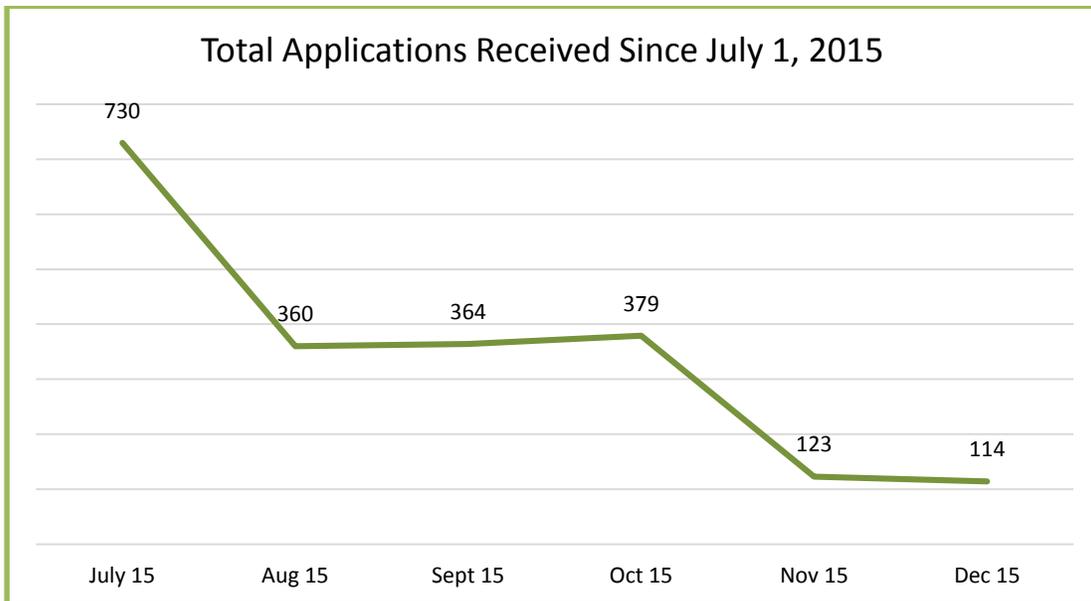
DATA

July 1, 2015 – December 31, 2015

APPLICATIONS

Applications Received by Type Since July 1, 2015	Provisional	Standard	Advanced	CTE Permit	Niihau Teacher	Emergency Hire Permit	Added Fields	Renewed	Total
July 15	66	29	6	2	0	58	0	569	730
Aug 15	56	33	3	1	1	59	1	206	360
Sept 15	45	37	6	0	0	98	4	174	364
Oct 15	63	30	5	0	0	96	2	183	379
Nov 15	30	19	5	2	0	10	1	56	123
Dec 15	53	27	9	0	0	4	3	18	114
TOTAL	313	175	34	5	1	325	11	1206	2070

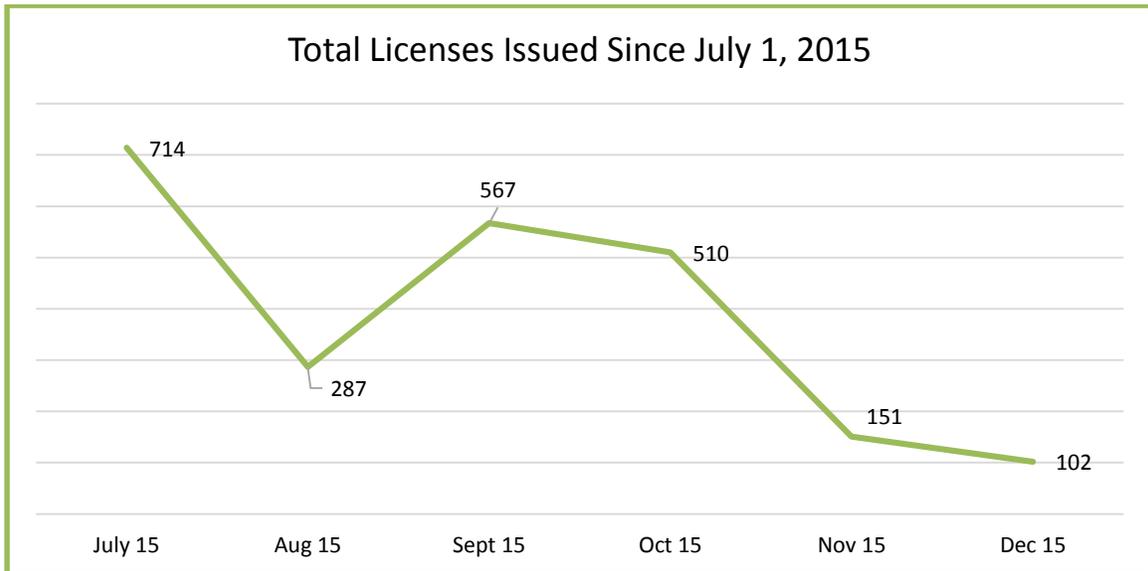
Total Applications Received Since July 1, 2015	Total
July 15	730
Aug 15	360
Sept 15	364
Oct 15	379
Nov 15	123
Dec 15	114



Licenses Issued

Licenses Issued by Type Since July 1, 2015	PL	SL	AL	CTE Permit	Ni'ihau Teacher	EH Permit	Added Fields	Renewed	Total
July 15	38	55	4	1	0	27	20	569	714
Aug 15	47	15	1	0	1	14	3	206	287
Sept 15	39	23	6	0	0	130	1	368	567
Oct 15	35	17	1	0	0	111	1	345	510
Nov 15	24	13	1	2	0	20	8	83	151
Dec 15	42	9	5	0	0	6	11	29	102
Total	225	132	18	3	1	308	44	1600	2331

Total Licenses Issued Since July 1, 2015	Total
July 15	714
Aug 15	287
Sept 15	567
Oct 15	510
Nov 15	151
Dec 15	102



LICENSES

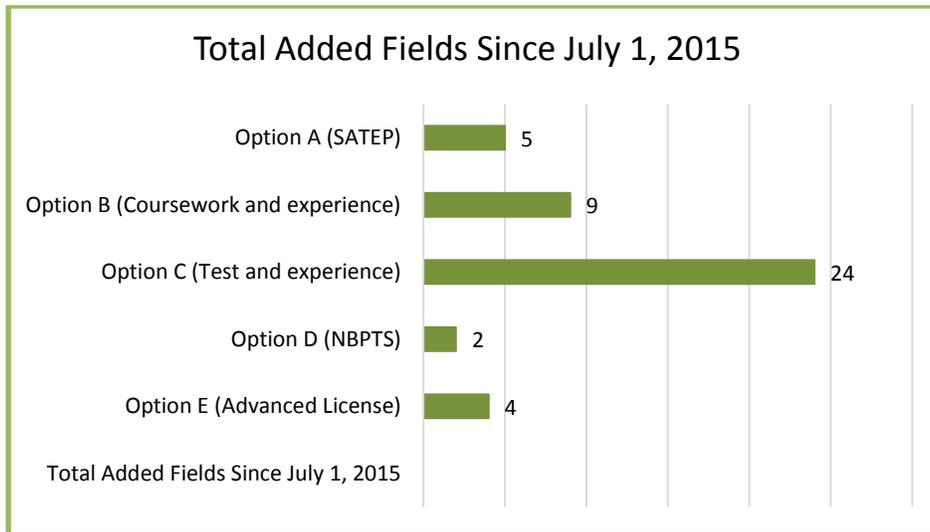
Licenses Issued by Field

Licenses Issued by Field Since July 1, 2015	PK-K	PK-3	K-6	6-8	6-12	K-12	P-12	No Level	Total
Art	0	0	1	0	1	8	0	0	10
Biology	0	0	0	0	5	0	0	0	5
Chemistry	0	0	0	0	0	0	0	0	0
CTE – Arts and Communication	0	0	0	0	2	0	0	0	2
Limited CTE – Arts and Communication	0	0	0	0	0	0	0	0	0
CTE – Arts and Communication Vocational	0	0	0	0	0	0	0	0	0
CTE – Business	0	0	0	0	5	0	0	0	5
Limited CTE – Business	0	0	0	0	0	0	0	0	0
CTE – Business Vocational	0	0	0	0	1	0	0	0	1
CTE - Health Services	0	0	0	0	0	0	0	0	0
Limited CTE - Health Services	0	0	0	0	0	0	0	0	0
CTE - Health Services Vocational	0	0	0	0	0	0	0	0	0
CTE – Industrial and Engineering Technology	0	0	0	0	5	0	0	0	5
Limited CTE – Industrial and Engineering Technology	0	0	0	0	0	0	0	0	0
CTE – Industrial Engineering Technology Vocational	0	0	0	0	1	0	0	0	1
CTE – Natural Resources	0	0	0	0	0	0	0	0	0
Limited CTE – Natural Resources	0	0	0	0	0	0	0	0	0
CTE – Natural Resources Vocational	0	0	0	0	0	0	0	0	0
CTE – Public and Human Services	0	0	1	0	3	0	0	0	4
Limited CTE – Public and Human Services	0	0	0	0	1	0	0	0	1
CTE – Public and Human Services Vocational	0	0	0	0	0	0	0	0	0
CTE - Special Permit	0	0	0	0	0	0	0	1	1
Drama/Theatre Arts	0	0	0	0	1	0	0	0	1
Early Childhood Education	4	17	0	0	0	0	0	0	21
Earth and Space Science	0	0	0	0	0	0	0	0	0
Economics	0	0	0	0	2	0	0	0	2
Elementary Education	0	0	164	0	0	0	0	0	164
Emergency Hire	0	0	0	0	0	0	0	308	308
English	0	0	0	17	43	0	0	0	60
Environmental Science	0	0	0	0	0	0	0	0	0
Geography	0	0	0	0	1	0	0	0	1
Government/Political Science	0	0	0	0	2	0	0	0	2
Guidance	0	0	0	0	0	0	0	0	0
Hawaiian Language	0	0	0	0	1	0	0	0	1
Hawaiian Language Immersion	0	0	2	0	0	2	1	0	5
Hawaiian Studies	0	0	0	0	3	0	0	0	3
Health	0	0	0	0	2	0	0	0	2
History	0	0	0	0	1	0	0	0	1

Literacy Specialist	0	0	0	0	0	0	0	0	0
Marine Science	0	0	0	0	0	0	0	0	0
Mathematics	0	0	0	16	16	0	0	0	32
Music	0	0	0	0	1	8	0	0	9
Ni'ihau Teacher	0	0	0	0	0	0	0	1	1
Online Teaching	0	0	0	0	1	1	0	0	2
Physical Education	0	0	0	1	3	6	0	0	10
Physics	0	0	0	0	0	0	0	0	0
Psychology	0	0	0	0	3	0	0	0	3
Reading	0	0	0	0	0	1	0	0	1
Reading Specialist	0	0	0	0	0	1	0	0	1
School Counselor	0	0	1	1	1	9	0	0	12
School Librarian	0	0	0	0	0	4	0	0	4
Science	0	0	0	12	13	0	0	0	25
Social Studies	0	0	0	6	21	0	0	0	27
Sociology	0	0	0	2	5	0	0	0	7
Special Education	0	2	17	1	2	27	7	0	56
SPED Blind/Visually Impaired	0	0	0	0	0	0	0	0	0
SPED Deaf/Hard of Hearing	0	1	0	0	0	1	1	0	3
SPED Mild/Moderate	0	0	5	2	5	19	1	0	32
SPED Orientation and Mobility	0	0	0	0	0	0	0	0	0
SPED Orthopedically Handicapped	0	0	0	0	0	0	0	0	0
SPED Severe/Profound	0	0	1	0	1	3	0	0	5
Speech	0	0	0	0	0	0	0	0	0
TESOL	0	1	3	2	1	2	0	0	9
Teacher Leader	0	0	0	0	0	0	0	5	5
Arabic (Modern Standard Arabic)	0	0	0	0	0	0	0	0	0
Cantonese	0	0	0	0	0	0	0	0	0
Chinese	0	0	0	0	0	0	0	0	0
French	0	0	0	0	2	1	0	0	3
German	0	0	0	0	0	0	0	0	0
Ilocano	0	0	0	0	0	0	0	0	0
Japanese	0	0	0	0	0	0	0	0	0
Korean	0	0	0	0	0	0	0	0	0
Mandarin	0	0	0	0	0	0	0	0	0
Russian	0	0	0	0	0	0	0	0	0
Spanish	0	0	0	0	0	5	0	0	5
Tagalog	0	0	0	0	0	0	0	0	0
TOTAL	4	21	195	60	155	98	10	315	858

ADDED FIELDS

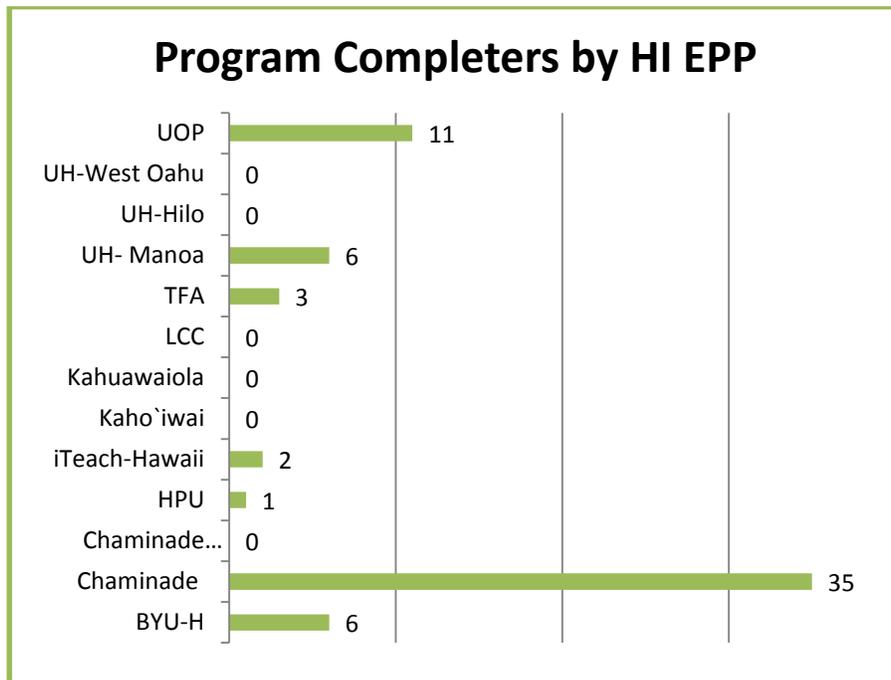
Added Fields Since July 1, 2015	Option A	Option B	Option C	Option D	Option E	Total
July 15	2	3	14	1	0	20
Aug 15	0	0	1	0	2	3
Sept 15	0	0	1	0	0	1
Oct 15	0	1	0	0	0	1
Nov 15	0	1	5	1	1	8
Dec 15	3	4	3	0	1	11



EDUCATION PREPARATION PROGRAM DATA

Program Completers

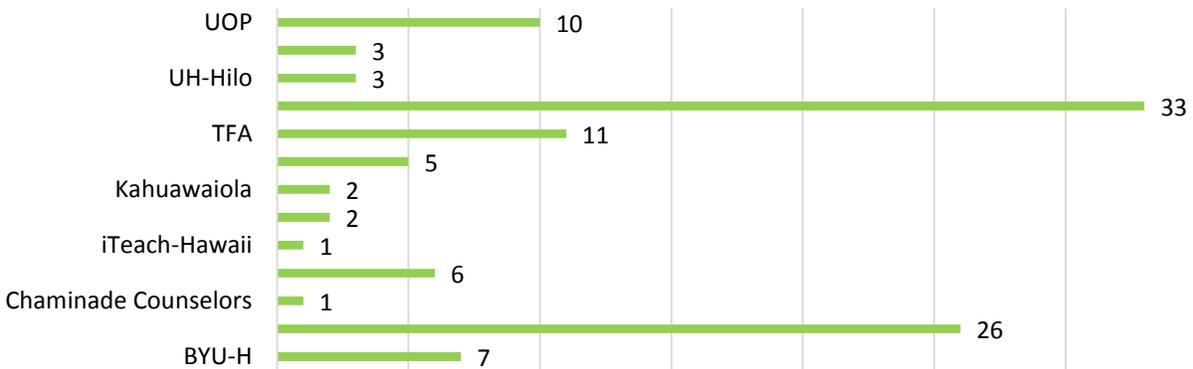
Program Completers by HI EPP Since July 1, 2015	Total
BYU-H	6
Chaminade	35
Chaminade Counselors	0
HPU	1
iTeach-Hawaii	2
Kaho`iwai	0
Kahuawaiola	0
LCC	0
TFA	3
UH- Manoa	6
UH-Hilo	0
UH-West Oahu	0
UOP	11
Total	64



Licensees by EPP

BYU-H	7
Chaminade	26
Chaminade Counselors	1
HPU	6
iTeach-Hawaii	1
Kaho`iwai	2
Kahuawaiola	2
LCC	5
TFA	11
UH- Manoa	33
UH-Hilo	3
UH-West Oahu	3
UOP	10
Total	110

New Licensees by HI EPP Since July 1, 2015



HAWAIIAN FIELDS and PREPARATION PROGRAMS

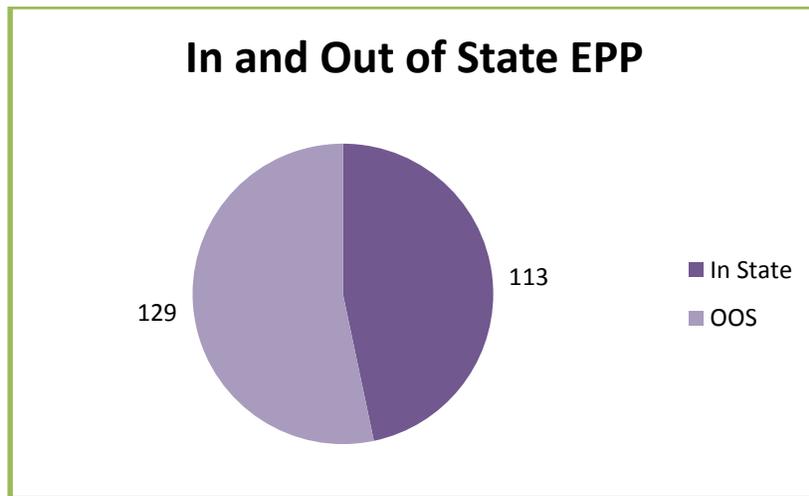
Licenses Issued in Hawaiian Fields	HL 6-12	HLI P-3	HLI K-6	HLI 6-8	HLI 6-12	HLI K-12	HLI P-12	HS 6-12	Total
July 15	0	0	2	0	0	1	1	0	4
Aug 15	1	0	0	0	0	1	0	1	3
Sept 15	0	0	0	0	0	0	0	2	2
Oct 15	0	0	0	0	0	0	0	0	0
Nov 15	0	0	0	0	0	0	0	0	0
Dec 15	0	0	0	0	0	0	0	0	0

Total New Licensees for Hawaiian Fields by Indigenous EPP	Total
Kahuawaiola	4
Kahoiwai	1
Ho'okulaiwi	3
UH Hilo	1
Total	9

Total Program Completers for Hawaiian Fields by Indigenous- Focused EPP	Total
Kahuawaiola	0
Kahoiwai	0
Ho'okulaiwi	0
UH Hilo	0
Total	0

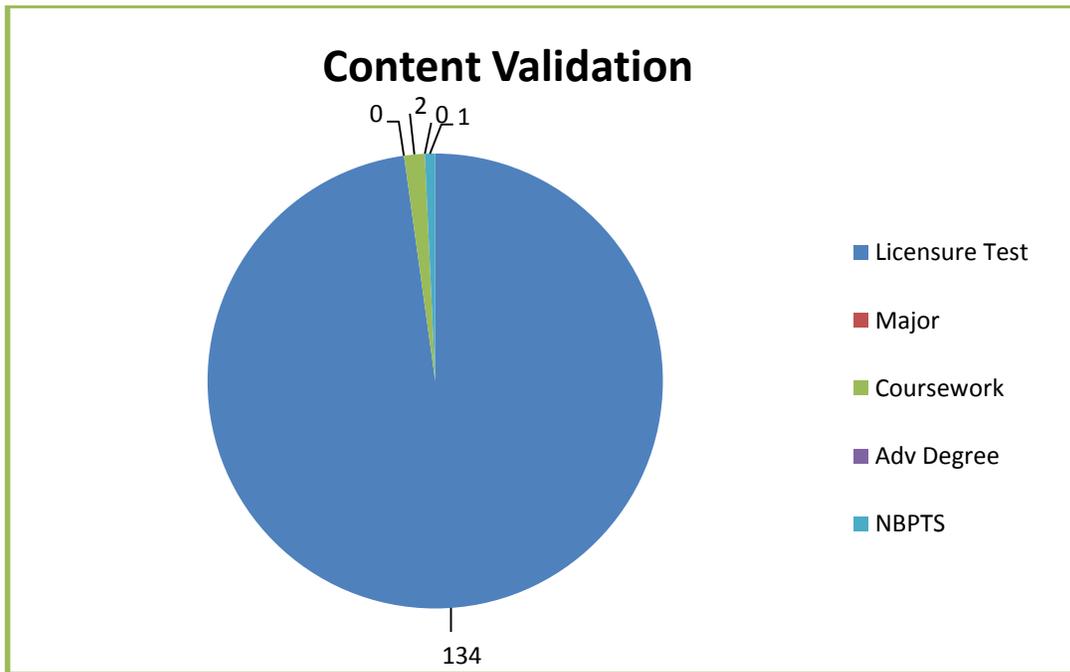
IN AND OUT OF STATE DATA

In and OOS EPP	In State	Out of State	Total
July 15	37	36	73
Aug 15	21	27	48
Sept 15	14	23	37
Oct 15	5	12	17
Nov 15	5	13	18
Dec 15	31	18	49



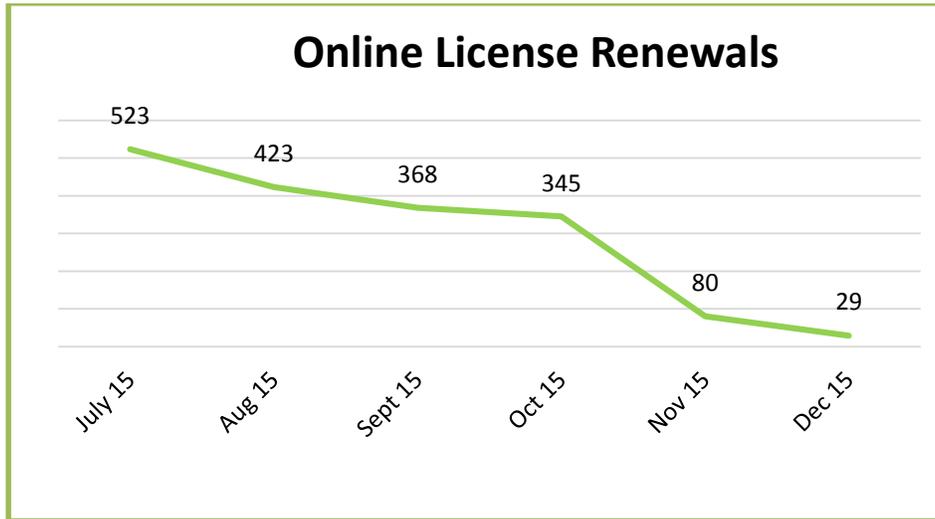
CONTENT VALIDATION

Content Validation	Licensure Test	Major	Coursework	Adv Degree	NBPTS	Total
July 15	41	0	0	0	1	42
Aug 15	23	0	1	0	0	24
Sept 15	20	0	0	0	0	20
Oct 15	8	0	0	0	0	8
Nov 15	12	0	0	0	0	12
Dec 15	30	0	1	0	0	31
Total	134	0	2	0	1	137



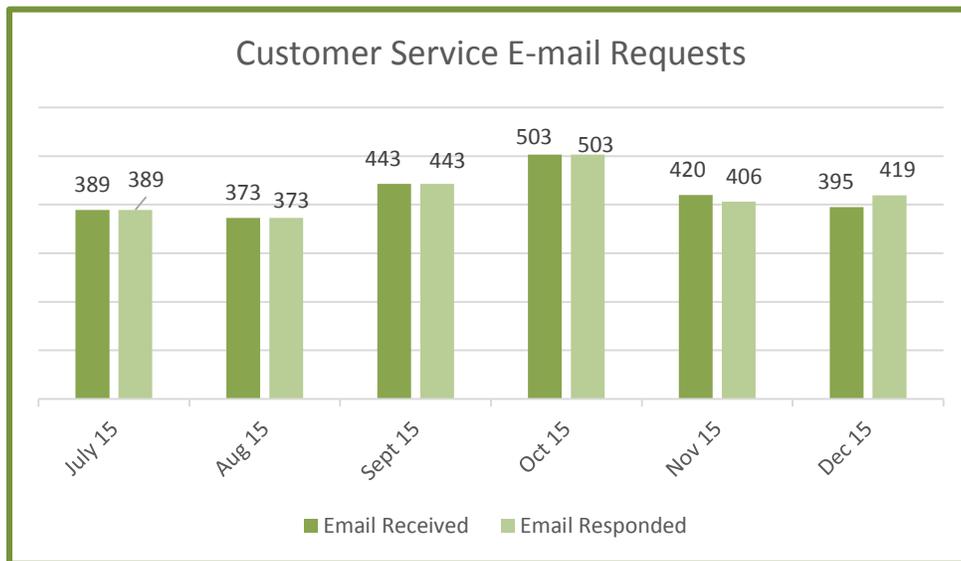
ONLINE RENEWALS

Online License Renewals	Number
July 15	523
Aug 15	423
Sept 15	368
Oct 15	345
Nov 15	80
Dec 15	29

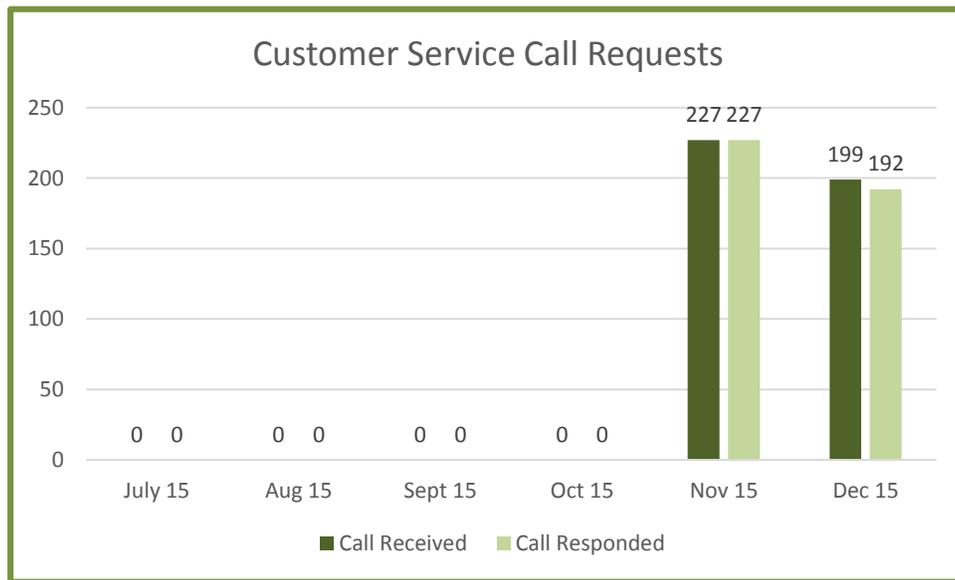


CUSTOMER SERVICE DATA

Customer Service Requests	Email Received	Email Responded
July 15	389	389
Aug 15	373	373
Sept 15	443	443
Oct 15	503	503
Nov 15	420	406
Dec 15	395	419
Total	2523	2533



Customer Service Requests	Calls Received	Calls Responded
July 15	NA	NA
Aug 15	NA	NA
Sept 15	NA	NA
Oct 15	NA	NA
Nov 15	227	227
Dec 15	199	192
Total	426	419



Professional Fitness Cases

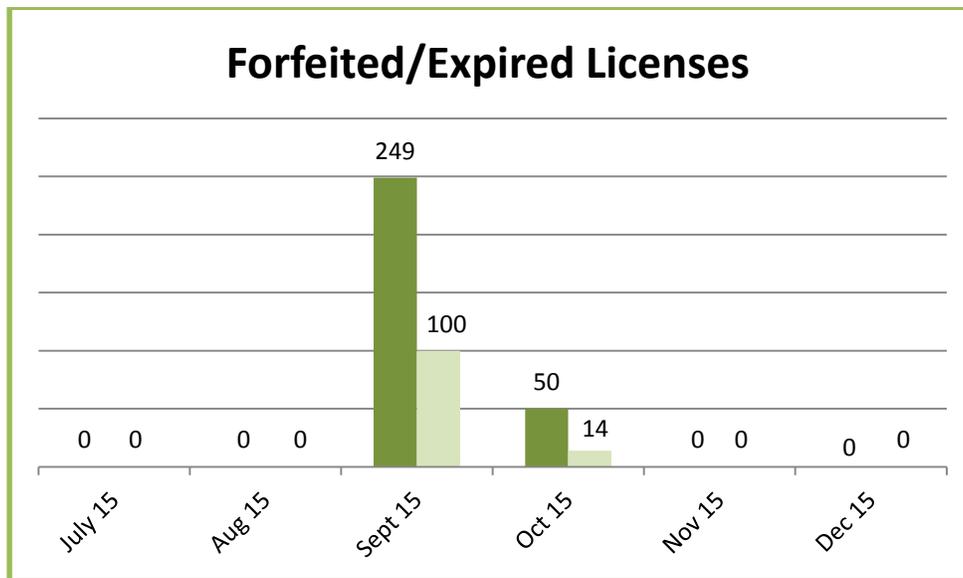
Professional Fitness Cases	Received	Resolved
July 15	7	7
Aug 15	8	6
Sept 15	2	3
Oct 15	2	5
Nov 15	2	2
Dec 15	3	2
Total	24	25



Professional Fitness Hearing Decisions	Denied	Suspended	Revoked	Reprimanded	Reinstated	No Action
July 15	0	0	0	0	0	0
Aug 15	0	0	0	0	0	0
Sept 15	0	0	0	0	0	0
Oct 15	0	0	0	0	0	0
Nov 15	0	0	0	0	0	0
Dec 15	0	0	0	0	0	0

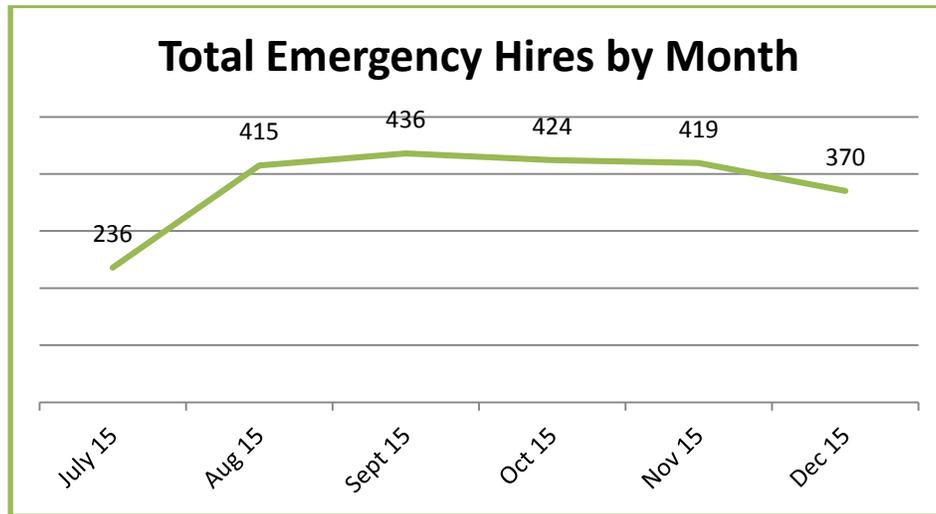
FORFEITED EXPIRED LICENSES

Forfeited/Expired Licenses	Forfeited	Expired
July 15	0	0
Aug 15	0	0
Sept 15	249	100
Oct 15	50	14
Nov 15	0	0
Dec 15	0	0



EMERGENCY HIRE INFORMATION

Emergency Hires by Month	Code 5 (No SATEP)	Code W (EPP Complete, Lacking Test)	Totals
July 15	195	41	236
Aug 15	357	58	415
Sept 15	368	68	436
Oct 15	357	67	424
Nov 15	380	39	419
Dec 15	283	70	370



FINANCIAL INFORMATION

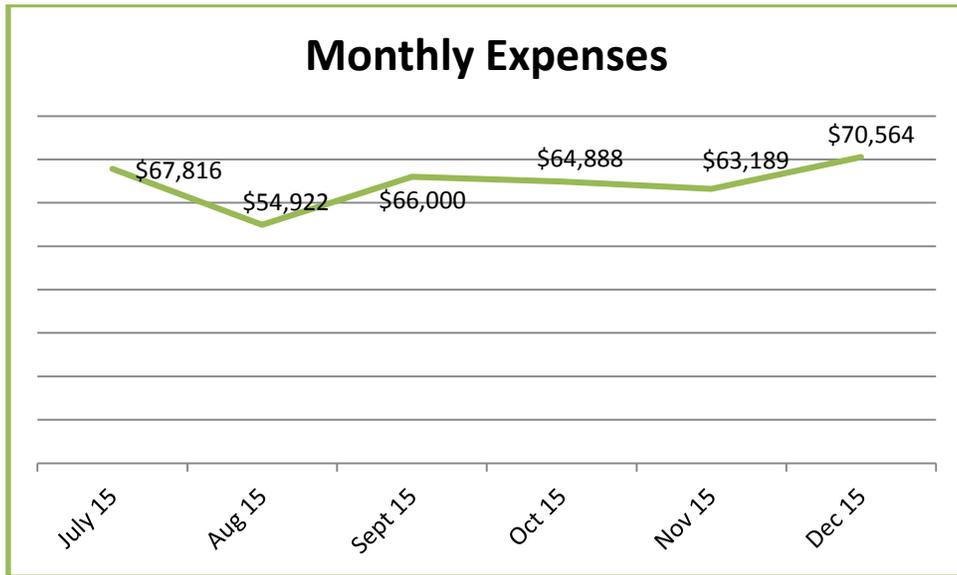
INCOME

Income	Total
July 15	\$83,725
Aug 15	\$40,008
Sept 15	\$28,105
Oct 15	\$52,222
Nov 15	\$26,545
Dec 15	\$31,224
Total	\$261,829



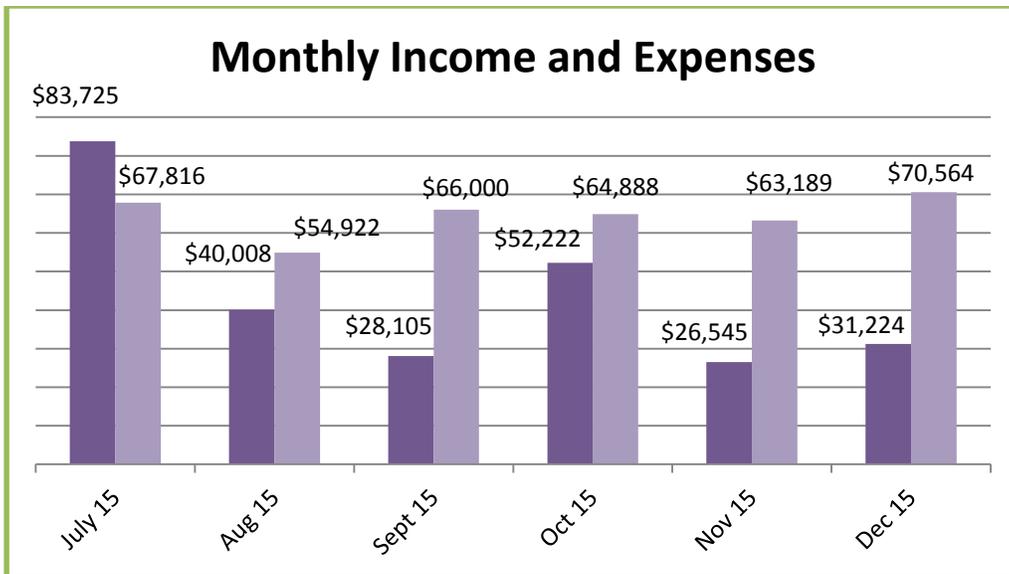
EXPENSES

Monthly Expenses	Personnel Expenses	Operational Expenses	Total
July 15	\$63,372	\$4,443	\$67,816
Aug 15	\$45,630	\$9,293	\$54,922
Sept 15	\$52,709	\$13,290	\$66,000
Oct 15	\$51,947	\$12,941	\$64,888
Nov 15	\$51,480	\$11,710	\$63,189
Dec 15	\$50,123	\$20,442	\$70,564
Total	\$315,261	\$72,119	\$387,380



Income and Expenses

Month	Income	Expenses
July 15	\$83,725	\$67,816
Aug 15	\$40,008	\$54,922
Sept 15	\$28,105	\$66,000
Oct 15	\$52,222	\$64,888
Nov 15	\$26,545	\$63,189
Dec 15	\$31,224	\$70,564
Total	\$261,829	\$387,379



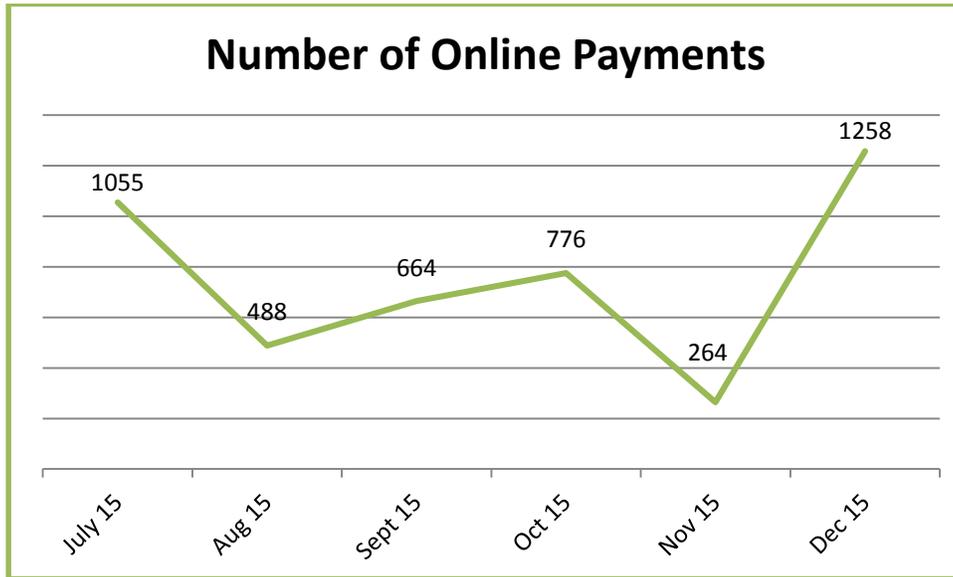
CARRYOVER

Carryover	
July 15	\$2,081,690
Aug 15	\$2,121,218
Sept 15	\$2,149,572
Oct 15	\$2,176,175
Nov 15	\$2,229,023



Online Payments

Number of Online Payments	Number
July 15	1055
Aug 15	488
Sept 15	664
Oct 15	776
Nov 15	264
Dec 15	1258
Total	4505



DOE Fee Payments

Number of DOE Fee Payments	Number
July 15	620
Aug 15	234
Sept 15	175
Oct 15	283
Nov 15	90
Dec 15	1074
Total	2476

