

LEGISLATIVE REPORT

Subject: Annual Report on the Teacher Education Coordinating Committee:

Report on activities relating to:

- (a) The development of strong teacher training programs at the accredited institutions of higher learning in Hawaii.
- (b) Addressing issues and concerns regarding teacher preparation and other educational matters related to improving education in the State of Hawaii.

Reference: HRS §304-20

Action Requested: Review of information

DOE Report: Attached

TEACHER EDUCATION COORDINATING COMMITTEE (TECC)

Annual Report 2001-2002

The annual report of the Teacher Education Coordinating Committee (TECC) is submitted to the Hawaii State Legislature in compliance with the provisions of Section 304-20, Hawaii Revised Statutes.

TECC membership consists of representatives of Hawaii's major institutions of higher education (IHE), who participate in the preparation of teachers and other education professionals. TECC members include Brigham Young University-Hawaii, Chaminade University of Honolulu, University of Hawaii at Hilo, University of Hawaii at Manoa, and the University of Phoenix, Hawaii. The Hawaii State Department of Education is also a participating member of the TECC. The TECC met from October 2001 through May 2002 for a total of seven meetings.

The Superintendent of Schools, Department of Education, and the Dean of the College of Education, University of Hawaii at Manoa, shared leadership roles for the TECC. Superintendent Paul LeMahieu served as chair until October, while Superintendent Patricia Hamamoto served as the chair, facilitating meetings from November 2001 through May 2002.

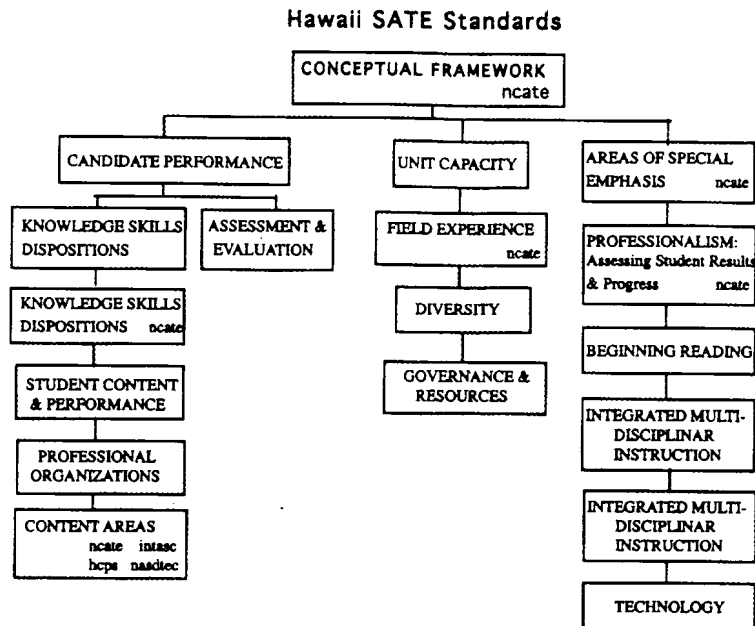
The past year witnessed significant changes within the Department of Education (DOE). In addition to the change in superintendent, there was a shift from seven districts to fifteen complexes and a total reorganization of the state office. Along with these organizational changes, the department felt the impact of Felix Consent Decree Initiatives and the reauthorization of ESEA Title I No Child Left Behind Act (NCLB). Given that these changes had direct impacts on teacher preparation policies, TECC meetings addressed completion of prior-year tasks, transition of licensing functions from the Hawaii DOE to the Hawaii Teacher Standards Board (HTSB) and meeting new teacher preparation requirements.

I. Task Completion

❖ Hawaii State Approval of Teacher Education

The committee completed its report on the department's newly adopted performance-based standards for the approval of Hawaii's teacher education programs. This process is based on the alignment of standards, evidence of effectiveness and program improvement driven by assessment.

- Standard I: Candidate skills, knowledge and dispositions
- Standard II: Assessment system for candidate performance and unit evaluation
- Standard III: Field experiences and clinical practice
- Standard IV: Diversity
- Standard V: Faculty, qualifications, performance and development
- Standard VI: Unit governance and resources



❖ Loan Forgiveness Program

HB1667, Act 307, which provided funds to students at UHM and UHH, was passed by the legislature. The Board of Regents adopted the administrative rules in Spring 2002 and began implementation in Fall 2002.

During the 2002 legislative session Senate Bill 2816, passed the legislature but vetoed by the Governor due to technicalities.

❖ Fingerprinting

The revisions to Chapter 8-7 were completed and submitted to the Attorney General for review and input. The process of screening new employees will be streamlined with the purchase of scanners for each district office. Fingerprints will be sent directly to the FBI with a turn-around time of twenty-four hours. The background check will extend to all employees of the DOE inclusive of substitute teachers and teacher trainers.

❖ Professional Development

The Professional Development and Educational Research Institute (PDERI) was established in January 2001. The focus of the institute is leadership development. Initiatives pursued by the unit focused on the (1) Beginning Teacher "Think Tank"; (2) Teacher Development; (3) Professional Development Schools; and (4) Mentor Support.

The guidelines and procedures for professional development credit were clarified, streamlined and made user friendly. Credits for reclassification must now be related to the school's improvement plan. In June 2002, the section (PDERI) is scheduled to disseminate all approved courses through the Internet with quarterly updates of all courses. The PDERI will continue to monitor and evaluate the content presented and the quality of the instructor.

II. Transition of Functions from DOE to Teacher Standards Board

- ❖ The TECC subcommittee met in January and February 2002 to identify and resolve issues relating to the implementation of Act 312. Discussion centered on identifying items necessary to meet the licensure requirements and the development of a process to provide a smooth transition of functions. Timelines were identified for the submission of records electronically or by hard copy. Roles and responsibilities of the IHE and the students were identified.
- ❖ The DOE will continue meeting with the HTSB to develop a plan for the transmission of personnel records. These meetings will continue throughout the 2002-2003 academic year to resolve unanticipated issues.
- ❖ The current criteria for out-of-state teacher education program approval are:
 1. The off-campus program is a state-approved teacher education program in its own state.
 2. The off-campus program is the same or comparable to the program delivered on its home campus.
 3. Transcripts of the off-campus teacher candidates completing the program shall bear the appropriate State Approved Teacher Education (SATE) statement.
 4. Access to library resources is assured to support off-campus programs.
 5. The system to monitor the off campus program in Hawaii is in place.
 6. The off-campus program shall provide a coordinator based in Hawaii for the placement and supervision of the candidates during the student teaching component.
 7. The degree program must conform to minimum standards and must incorporate the *Hawaii Teacher Performance and Licensure Standards* and the *Hawaii Content and Performance Standards*.
 8. The site or facility to be used for the classes is in compliance with Department of Education policies and regulations.
 9. The Board of Trustees of the Institution guarantees to the satisfaction of the Hawaii Department of Education that the operations in the State of Hawaii will be financially solvent.

III. Teacher Preparation

- ❖ The shortage of teachers has been an on-going issue with the Department of Education. To address the shortage of teachers and other personnel, the Office of Human Resources developed a section whose primary function focused on immediate capacity and infrastructure development in the areas of personnel marketing, recruitment and retention. In addition, the TECC committee reviewed several initiatives to meet the needs of the department.
- 1. The South Carolina Teacher Cadet Program is an introduction or orientation to the teaching profession. Its main purpose is to encourage students who possess a high level of academic achievement and the personality traits found in good teachers to consider teaching as a career. The curriculum includes simulations and other “hands on” activities designed to excite students about teaching. Students are exposed to teaching careers and the education system through class discussions, observation and participation in public school classrooms.
- 2. Troops-to-Teachers Program provides military personnel with a viable avenue to select teaching as a second career. Mr. Allen Awaya, Hawaii liaison, indicated that a large number of the trainees complete their educational training through alternative certification or endorsement programs. He shared the report from Southwest Texas State University on the effectiveness of the Texas Troops to Teachers Program. Currently Texas leads the nation in the number of veterans who have become teachers. The study confirms that the large population of males who are brought into the teaching profession do well in the critical shortage areas such as math, science and special education and remain in their positions beyond the first challenging years.
- 3. The Waianae Cadet Program provides summer training for incoming juniors and seniors interested in working with disabled students as teachers, related service providers or educational assistants. Students enter into a four week summer program consisting of classroom instruction and field experience. Placement occurs on the elementary school sites and cadet teachers are assigned to assist the teachers in the implementation of lessons. In addition, cadet teachers are provided visitations to various programs throughout the state and shadow a related service provider.

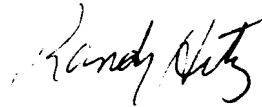
4. Incentives to attract students to the field of education include stipends, the loan forgiveness program, early placement of student teachers, and scholarships. The department will continue to review other alternatives such as greater availability of scholarships, educational loans, housing allowance, tax credit, etc.

The TECC membership wishes to acknowledge the continued support and commitment of the Hawaii State Legislature to ensure quality education for students enrolled in the public schools of Hawaii. The cooperative efforts of the TECC members and their respective institutions and organizations affirm a legacy of caring and excellence in education.

Respectfully submitted,



Patricia Hamamoto, Superintendent
Hawai'i State Department of Education



Randy Hitz, Dean
College of Education
University of Hawai'i at Manoa

TEACHER EDUCATION COORDINATING COMMITTEE (TECC)
2001-2002

UNIVERSITY OF HAWAII AT MANOA (4)

Dr. Randy Hitz, Dean
College of Education
University of Hawai'i at Manoa
1776 University Avenue
Honolulu, Hawai'i 96822
Phone: 956-7703 Fax: 956-3106
EMAIL: hitz@hawaii.edu

Dr. Virgie Chattergy, Interim Assistant Dean
Office of Student Academic Services
College of Education
University of Hawai'i at Manoa
1776 University Avenue
Honolulu, Hawai'i 96822
Phone: 956-4275 Fax: 956-4271
EMAIL: virgie@hawaii.edu

Dr. Ronald Cambra, Associate Dean
College of Arts & Sciences
Academic Affairs and Student Academic Services
University of Hawai'i at Manoa
2500 Dole Street, Krauss Hall 22
Honolulu, Hawai'i 96822
Phone: 956-8844 Fax: 956-4271
EMAIL: cambra@hawaii.edu

Dr. Judith Hughes, Dean
College of Arts & Humanities
University of Hawai'i at Manoa
1601 East-West Road, Room 4031
Honolulu, Hawai'i 96822
Phone: 956-6460 Fax: 956-9085
EMAIL: jhughes@hawaii.edu

UNIVERSITY OF HAWAII AT HILO (4)

Dr. Alice Kawakami, Chair
Education Department
University of Hawai'i at Hilo
200 West Kawili Street
Hilo, Hawai'i 96720
Phone: (808) 974-7748 Fax: (808) 974-7752
EMAIL: alicek@hawaii.edu

Dr. Jan Zulich, Co-Chair
Education Department
University of Hawai'i at Hilo
200 West Kawili Street
Hilo, Hawai'i 96720
Phone: (808) 974-7585 Fax: (808) 974-7752
EMAIL: jzulich@hawaii.edu

Keiki Kawai'ae'a
Ka Haka 'Ula O Ke'elikolani
College of Hawaiian Language
University of Hawai'i at Hilo
200 West Kawili Street
Hilo, Hawai'i 96720
Phone: (808) 974-7339 Fax: (808) 974-7686
EMAIL: keiki@leoki.uhh.hawaii.edu

Dr. William Wilson
Ka Haka 'Ula O Ke'elikolani
College of Hawaiian Language
University of Hawai'i at Hilo
200 West Kawili Street
Hilo, Hawai'i 96720
Phone: (808) 974-7454 Fax: (808) 974-7736
EMAIL: pila_w@leoki.uhh.hawaii.edu

BRIGHAM YOUNG UNIVERSITY AT HAWAII (1)

Dr. Roy Winstead, Dean
School of Education
Brigham Young University of Hawai'i
P. O. Box 1954
Laie, Hawai'i 96762
Phone: 293-3685 Fax: 293-3988
EMAIL: winstear@byuh.edu

CHAMINADE UNIVERSITY (2)

Dr. Michael Fassiotto
Assistant Vice President for Academic Affairs
Chaminade University of Honolulu
3140 Waialae Avenue
Honolulu, Hawai'i 96816
Phone: 739-4674 Fax: 739-8329
EMAIL: mfassiot@chaminade.edu

Dr. Betty Carlson
Associate Professor-Special Education
Education Department
Chaminade University of Honolulu
3140 Waialae Avenue
Honolulu, Hawai'i 96816
Phone: 739-4613 Fax: 739-4607
EMAIL: bcarlson@chaminade.edu

UNIVERSITY OF PHOENIX (3)

Grace Blodgett
Vice President/Campus Director
University of Phoenix – Hawai'i
University Center
828 Fort Street Mall
Honolulu, Hawai'i 96819
Phone: 536-2686 Fax: 536-3848
EMAIL: Grace.Blodgett@apollogrp.edu

Carol Kawasaki, Campus College Chair
University of Phoenix – Hawai'i
828 Fort Street Mall
Honolulu, Hawai'i 96819
Phone: 536-2686 Fax: 536-3848
EMAIL: Carol.Kawasaki@apollogrp.edu

Dr. Jane McAuliffe
Dean, College of Education
University of Phoenix
4615 East Elwood Street
Phoenix, Arizona 85040
Phone: (602) 481-8302
EMAIL: Jane.McAuliffe@apollogrp.edu

HAWAII TEACHER STANDARDS BOARD (1)

Sharon Mahoe
Executive Director
Hawaii Teacher Standards Board
650 Iwilei Road, Suite 201
Honolulu, Hawai'i 96817
Phone: 586-2600 Fax: 586-2606
EMAIL: smahoe@htsb.org

DEPARTMENT OF EDUCATION (7)

Patricia Hamamoto
Superintendent of Education
Department of Education
P. O. Box 2360
Honolulu, Hawai'i 96804
Phone: 586-3310 Fax: 586-3234
EMAIL: patricia_hamamoto@notes.k12.hi.us

Kathy Kawaguchi
Assistant Superintendent
Office of Curriculum, Instruction & Student Support
P. O. Box 2360
Honolulu, Hawai'i 96804
Phone: 586-3307 Fax: 586-3645
EMAIL: kathy_kawaguchi@notes.k12.hi.us

Ann Mahi
Director
School Renewal Branch
189 Lunalilo Home Road, 2nd Floor
Honolulu, Hawai'i 96825
Phone: 394-1300 Fax: 394-1304
EMAIL: ann_mahi@notes.k12.hi.us

Hazel Sumile
Director
School Improvement/Community Leadership Branch
1270 Queen Emma Street, Room 409
Honolulu, Hawai'i 96813
Phone: 586-3124 Fax: 586-3129
EMAIL: hazel_sumile@notes.k12.hi.us

DEPARTMENT OF EDUCATION (Continued)

Estelle Wong
Director
Student Support Services Branch
637 18th Avenue, Building C, Room 101B
Honolulu, Hawaii 96816
Phone: 733-4400 Fax: 733-4841
EMAIL: estelle_wong@notes.k12.hi.us

Sandra McFarlane
Director
Personnel Services Branch
Division of Administrative Services
Department of Education
P. O. Box 2360
Honolulu, Hawai'i 96804
Phone: 586-3400 Fax: 586-3419
EMAIL: sandi_mcfarlane@notes.k12.hi.us

Fay Ikei
Director
Recruitment and Retention Support Center
Personnel Services Branch
Division of Administrative Services
680 Iwilei Road, Suite 400
Honolulu, Hawai'i 96817
Phone: 587-5580 Fax: 587-5595
EMAIL: fay_ikei@notes.k12.hi.us

Meeting cancelled.
per Supt. LeMahieu -
9/11/02 - CB

TECC MEETING, SEPTEMBER 11, 2001
University of Phoenix-Hawai'i Campus
10 am - 12 noon

AGENDA

Welcome & Introductions - Paul LeMahieu, Facilitator

Minutes - May 15, 2001

Reports:

- Annual Report to Legislature - Randy Hitz
- Teacher Employment Report 2000-2001 - Sandra McFarlane

Updates:

- IMUA: The Path Ahead - Paul LeMahieu
- HTSB: Sharon Mahoe

Discussion/Action:

- Low Performing Criteria - Roy Winstead
- Title II State Report - Clara Burrows
- TECC Agenda Items & Meeting Dates

Other:

TECC MEETING, OCTOBER 9, 2001
State Capitol, Conference Room 309
10 am – 12 noon

AGENDA

Welcome & Introductions – Paul LeMahieu, Facilitator

Minutes – May 15, 2001

Refreshments

Reports:

- Annual Report to Legislature – Linda Johnsrud
- Teacher Employment Report 2000-2001; Current Credentialed Teachers –
Amy Yamashita

Discussion:

- Proposed Legislation: Loan Forgiveness Program for Private IHEs –
Sharon Har, Legislature, and Robert Witt, Hawai'i Association
of Independent Schools

Updates:

- IMUA: The Path Ahead – Paul LeMahieu
- HTSB: Sharon Mahoe

Action:

- Low Performing Criteria – Roy Winstead
- Title II HEA Report – Clara Burrows
- TECC Agenda Items & Meeting Dates

Other:

TEACHER EDUCATION COORDINATING COMMITTEE (TECC)

State Capitol, Room 309, 10 am
Tuesday, October 16, 2001

PRESENT: Paul LeMahieu (Facilitator), Virgie Chattergy, Keiki Kawai`ae`a, Jan Zulich, Sharon Mahoe, Linda Johnsrud, Don Barnes, Amy Yamashita, Fay Ikei, Kathleen Anzelon, Betty Carlson, Michael Fassiotto, Roy Winstead, Phyllis Unebasami, Clara Burrows (Recorder)

GUESTS: Lt. Governor Mazie Hirono; Sharon Har, Office of the Lt. Governor; Robert Witt, Hawai`i Association of Independent Schools; Gary Hirata and John Brummel, CPSL Cohort

Paul LeMahieu convened the meeting at 10:15 a.m.

Minutes from May 15, 2001 meeting were approved as circulated.

Information/Reports:

- Annual Report to Legislature: Linda Johnsrud shared draft report for review and feedback; final copy to be prepared for approval at 11/13 meeting.
- HTSB/NCTAF Updates: Sharon Mahoe reported that Hawai`i's NCTAF policy committee is now focusing upon developing a strategic action plan and reviewing the need for additional legislation and/or amendments to last year's bills. She stated that HTSB has been reviewing technical changes that are needed to the language in parts of Act 312 and does not foresee substantive changes to the bill. The broad parameters regarding the licensing renewal process are under review by the attorney general. Transitioning issues are being discussed with the DOE with concerns relating to the HTSB budget and procurement rules for contracting of vendors being resolved through the attorney general. Date for licensing functions to begin by HTSB is July 1, 2002; staffing funds will be available during the 4th quarter. If the development of the technology is delayed because of the budget and procurement regulations, HTSB's contingency plan is to process licenses manually. Regarding SATE concerns, she indicated that HTSB does not plan to change the standards.
- Lt. Governor Mazie Hirono affirmed the commitment of Hawai`i's NCTAF Policy Commission to continue to move forward this year with its professional agenda as "nothing is more foundational than our educational system."
- DOE Recruitment Needs & Teacher Employment Report: Amy Yamashita highlighted current efforts by the DOE to fill teaching vacancies, i.e., bringing back

retirees, recruitment fairs by Columbus and various districts, and major out-of-state recruitment trips this fall and spring. She responded to concerns expressed about the various tables and information presented in the *Teacher Recruitment Report 2000* and will follow through with the Teacher Recruitment Unit. In response to the request by the IHEs to see the "Big Picture" regarding where teacher shortages are with the DOE, especially in relation to projections relative to retirements and student enrollment data, a presentation was requested for the next TECC meeting.

Discussion/Action/Questions:

- RE: Student Loans for Teacher Education Students at Private IHEs: Sharon Har and Robert Witt commended the leadership of the Lt. Governor and cited her commitment to quality education for Hawai'i's children. A direct result of her NCTAF leadership was the passing during the recent legislative session of five major education bills.

Sharon Har and Robert Witt described their efforts "to continue the conversation initiated by the NCTAF Policy Group" regarding HB1667, Act 307. The Bill was recently passed and funds student loan forgiveness programs at UHM and UHH; the proposed legislation is to include teacher education candidates at the private IHEs. Because Article X, Section I of Hawai'i's Constitution limits recipients of state funds to state institutions, the issue is now in the attorney general's office. Sharon and Robert are in the process of developing an argument to present to the Governor to refute this position and make a policy decision to supercede the Constitution. Private IHEs are invited to forward to Robert Witt supporting position statements for the expansion of the loan forgiveness program to include private institutions.

- Dr. LeMahieu presented these items:
 1. NCTAF, as well as the DOE, have both urged that ways be explored to increase access to teaching, e.g., NDEA, Teacher Corps, by creating incentives to attract people into teaching. He expressed his willingness to lead a TECC initiated sub-committee to "craft legislation" in this regard. The following volunteered: Keiki Kawai'ae'a, Sharon Mahoe, Jan Zulich, Fay Ikei, Ray Winstead, Phyllis Unehasami, and representatives to be named from UHM, UOPH, and Chaminade.

Minutes of TECC Meeting

October 9, 2001

Page 3

2. Professional Development Schools – Phyllis Unebasami was asked to describe the legislation for PDS schools. She indicated that PDS schools need to be identified by December 1, 2001 with the funds to be distributed in January. She will be taking applications from IHEs and schools.
- Michael Fassiotto, Chaminade University of Honolulu, asked about the teacher bonus only being for teachers who completed the UHM master of education degree program. He stated that this question came from a Chaminade graduate who had informed him that a letter had been received from Dr. LeMahieu with that information. Dr. LeMahieu indicated that he was not aware of such a letter.

Other Business:

- Meeting Dates for 2001-2002:
November 13, December 11, 2001
January 8, February 12, March 12, April 9 and May 14, 2002
- Agenda Items:
 - Proposed at May 15, 2001 TECC Meeting:
 - Implementation of Fingerprint Law for Teacher Trainees: Mae Yamasaki
 - Transitioning of Authority to HTSB and IHE Implications: PSB/HTSB
 - New SATE Approval Standards: Jan Zulich & Committee
 - Content Equivalency Issue
 - Proposed at October 9, 2001 TECC Meeting
 - Professional Development: Phyllis Unebasami
 - DOE "Big Picture" re: Teacher Supply and Demand: Teacher Recruitment Unit

The meeting adjourned at 12:15 pm.

TECC MEETING, NOVEMBER 13, 2001
Queen Lili'uokalani Building, Conference Rooms 1& 2 (2nd Floor)
10 am – 12 noon

AGENDA

Welcome & Introductions – Randy Hitz, Facilitator

Minutes – October 16, 2001

Report/Action:

- Annual Report to Legislature – Virgie Chattergy

Presentation:

- Professional Development & Educational Research Institute – Phyllis Unebasami

Updates:

- PD Credit/s for OPTs and CTs - IHEs
- HTSB: Sharon Mahoe
- Legislative Items – Status of Special Subcommittee, Proposed Private School Student Loan Bill
- Recommended BOE Policy Statement Re: Out-of-State Student Teachers – Clara Burrows

Announcements and Other Business:

- UHM/COE NCATE Accreditation & State Approval Status – Sandra McFarlane
- December 11 Meeting – Site: Plaza Club, Board Room
Agenda: New State Approval Standards – Dr. Jan Zulich & Committee Members
- Future Agenda Items – Legislative Items; HDOE Recruitment Needs – “Big Picture” (Projected retirees, shortage areas, etc); HDOE & HTSB Transitioning of Functions; Fingerprinting of Teacher Trainees

REMINDERS:

- ◆ December 11 Christmas Buffet Lunch Reservation – Due now to CB.
- ◆ Educational Testing Service – ETS Title II websites reopen **November 19 through December 20, 2001** so IHEs may check matches of their program completers against Praxis database. ETS is unable to accept cohort changes beyond December. IHE responsible for cost of any changes to pass rate calculations.
- ◆ Title II State HEA Reports – Will be open to the public on November 19. You may access the website for each state via www.title2.org – “What’s New” button on Reporting page.

TEACHER EDUCATION COORDINATING COMMITTEE (TECC)

Queen Lili'uokalani Building, Conference Rooms 1 & 2 (2nd Floor)

November 13, 2001, 10 am – 12 noon

PRESENT: Randy Hitz (facilitator), Roy Winstead, Jan Zulich, Keiki Kawai'ae'a, Paul Cooley, Lilliann Noda, Sandra McFarlane, Fay Ikei, Michael Fassiotto, Betty Carlson, Virgie Chattergy, Phyllis Unebasami, Clara Burrows (recorder)

GUEST: Tom Pangilinan, Professional Development & Educational Research Institute

Randy Hitz convened the meeting at 10:10 am.

Minutes from October 16, 2001 meeting were approved with the correction of the typing error on page 2.

Reports/Action:

- ❖ Annual Report to Legislature – approved as amended.
- ❖ NCTAF – Randy Hitz reported that the Bill for student loan forgiveness is being re-written to include private IHEs. There was no attempt to exclude private IHEs; however, because it is a Constitutional issue, NCTAF will monitor. Randy also noted that TECC took action at the October meeting to recommend that the loan forgiveness program be extended to private IHEs.
- ❖ UHM/COE shared copies of the recent issue of the *Diversity* bulletin.
- ❖ HTSB – Roy Winstead reported about wording changes to Act 312; proposed penalty law; job description for HTSB specialist; and Praxis cut scores that HTSB may adjust. A recommendation was made that the TECC membership be included on the HTSB mailing list.

Presentation: Professional Development & Educational Research Institute (PDERI) – Phyllis Unebasami and Tom Pangilinan

Phyllis presented an overview of the Professional Development & Educational Research Institute that was established in January 2001 as the result of the Comprehensive Needs Assessment conducted by the Department. In the Assessment document, one of the images of success is leadership development – a major focus of PDERI. Information

handouts were reviewed of the various initiatives that are being pursued by PDERI. IHEs were invited to apply for the professional development partnership grants that were funded in the last legislative session; a meeting for interested applicants will be scheduled.

Questions, comments, and recommendations:

- ❖ TECC welcomes the opportunity to be partners with PDERI, e.g., TECC representative on the "Think Tank."
- ❖ Recommend PDERI emphasize the critical need for a receptive environment for beginning teachers in its work with school level administrators.
- ❖ Phyllis described a number of initiatives that are being explored to increase the pool of available candidates for school level administrators in response to TECC's concern about the "growing" number of vacancies.
- ❖ TECC sub-committee on PD credits for OPTs/CTs agreed to meet with Tom Pangilinan to share IHE guidelines for implementation in their specific teacher education programs.

Announcements:

- ❖ December 11 TECC Meeting followed by Christmas Buffet Luncheon at the Pioneer Plaza Club. Sign up sheet circulated.
- ❖ Educational Testing Service – ETS websites will reopen from November 19 through December 20. IHEs are to check the matches against their program completion data. ETS will not be able to accept cohort changes beyond December 20. IHEs will be responsible for any costs related to changes to the pass rate calculations if the IHE is responsible for the error. If the error is made by ETS, they will handle the cost.
- ❖ Title II State HEA Reports will be open to the public on November 19. Access to the website for each state is www.title2.org – under the "What's New?" button on the Reporting page.

Meeting adjourned at approximately 12 noon.

TECC MEETING, December 11, 2001
Pioneer Plaza Club, Board Room
10 am – 12 noon

AGENDA

Welcome & Introductions – Patricia Hamamoto, Facilitator

Minutes – November 13, 2001

Reports/Updates:

- Department of Education – Patricia Hamamoto
Personnel Services Branch – Sandra McFarlane
- HTSB - Sharon Mahoe
- PD Credits for OPT/CT – Virgie Chattergy

Presentation/Discussion

- Hawaii's New State Approval Standards for Teacher Education Programs – Jan Zulich & Committee
- Next Steps

Announcements and Other Business:

- January 8 Meeting – Transitioning of Functions to HTSB and IHE Implications
- February 12 Meeting – Legislative Update
HDOE Recruitment Needs – “Big Picture”
(Current and future needs, etc.);
Fingerprinting of Teacher Trainees

TEACHER EDUCATION COORDINATING COMMITTEE (TECC)

Board Room, Pioneer Plaza Club

December 11, 2001, 10 am – 12 noon

PRESENT: Patricia Hamamoto and Randy Hitz, (facilitators), Roy Winstead, Jan Zulich, Keiki Kawai'ae'a, Sharon Mahoe, Sandra McFarlane, Fay Ikei, Michael Fassiotto, Margaret Donovan, Virgie Chattergy, Judith Hughes, Phyllis Unebasami, Ann Mahi, Grace Blodgett, Kathleen Anzelon, Clara Burrows (recorder)

GUESTS: Cheryl Shintani, Hawai'i Teacher Standards Board
Puanani Wilhelm, Division of Learner, Teacher and School Support
Jan Nakamura, Brigham Young University-Hawai'i
Janet Brennan, Educational Testing Service

Patricia Hamamoto convened the meeting at 10:10 am.

Minutes from the November 13, 2001 meeting were approved as circulated.

Reports/Action:

- Department of Education

- Patricia Hamamoto requested understanding by the TECC membership as she assumes the responsibility for chairing TECC.
- Sandra McFarlane announced that Fay Ikei, Director, Recruitment and Retention Support Center (RRSC), will handle logistics for TECC, beginning January 2002.
- Clara Burrows distributed copies of the teacher education programs in Hawai'i that are currently state approved. The on-site review date for each program was highlighted with the notation that with the transfer of the state approval authority to HTSB, action regarding the official review date for each IHE will need to be confirmed or adjusted by HTSB as appropriate.

- Hawai'i Teacher Standards Board

Sharon Mahoe highlighted the focus this fall by HTSB and the Department upon the transitioning of the licensing and state approval of teacher education functions to HTSB, effective July 1, 2002. TECC then took action to establish a sub-committee to discuss implications of Act 312 upon the IHEs. Committee members Roy Winstead, Margaret Donovan, Grace Blodgett, Fay Ikei, and Sharon Mahoe agreed to meet in January.

Presentation: *Hawai'i State Approval of Education Standards*
Jan Zulich, Chair

Jan Zulich gave an informative powerpoint presentation on the Department's newly adopted performance-based standards for the approval of Hawaii's teacher education programs. Roy Winstead re-enforced the key concepts of the standards-based approval process. Copies of the document were distributed with other committee members – Kathleen Anzelon, Puanani Wilhelm, Keiki Kawai'ae'a, Cheryl Shintani, and Clara Burrows - also helping to clarify understandings. Sharon Mahoe was asked if she thought HTSB would use the new standards for state approval; she indicated that it should be okay since the standards are based upon those of the National Council for Accreditation of Teacher Education (NCATE). The committee concluded its work with the recommendation that another TECC sub-committee be formed, chaired by HTSB, to develop the policies and procedures for the conducting of the SATE program reviews.

Announcements:

- A warm aloha was extended to Kathleen Anzelon as she pursues another professional challenge.
- Mahalo nui loa was extended to Grace Blodgett for handling the meeting arrangements and refreshments with the Pioneer Plaza Club and to Roy Winstead for graciously hosting the festive Christmas buffet luncheon that followed the meeting.
- Since the January 8 TECC Meeting was cancelled due to the many tasks associated with the opening of the Legislature, the TECC transition sub-committee agreed to meet on that date.
- Agenda items for the February 12 meeting – Legislative Update; HDOE Recruitment Needs – “Big Picture” (Current and future needs, etc.); Fingerprinting of Teacher Trainees

The business meeting adjourned at approximately 12 noon but it was followed by a surprise retirement farewell for Clara Burrows, DOE/TECC coordinator. Keiki Kawai'ae'a performed a memorable hula to a very special oli that had been composed and sung for the occasion by Puanani Wilhelm. Mahalo nui loa is extended to all for the elegant 18 karat “Master Teacher” Gold Apple Award along with the many other gifts and leis of aloha. The thoughtful and caring expressions of aloha are indeed treasured – once again, many, many thanks.

TEACHER EDUCATION COORDINATING COMMITTEE (TECC)

Monthly Meeting

February 12, 2002

Dole Cannery, Room 400

10:00 a.m. – 12:00 noon

AGENDA

Welcome and Introductions

Patricia Hamamoto

Minutes (Dec. 11, 2001)

Reports and Updates:

- **Legislative Update**

Patricia Hamamoto

- **Fingerprinting of Teacher Trainees**

**Sandi Mcfarlane
May Yamasaki**

- **Transitioning of Functions to HTSB**

Roy Winstead

- **HTSB Update**

Sharon Mahoe

- **PD Credits**

**Phyllis Unebasami
Tom Pangilinan**

Announcements:

- **March 12, 2002 Meeting**
 1. **HDOE Recruitment Needs
"Big Picture"**

Sandi Mcfarlane

2. **Legislative Updates**

Patricia Hamamoto

3. **Transition committee report**

Roy Winstead

Transition Committee:

- **Sharon Mahoe** **HTSB**
- **Roy Winstead** **BYH**
- **Virgie Chattergy** **UH Manoa**
- **Peggy Donovan** **Chaminade**
- **Grace Blodgett** **UOP**
- **Clara Burrows** **HTSB**
- **Fay Ikei** **DOE**

TEACHER EDUCATION CORR DINATING COMMITTEE (TECC)

Dole Cannery, Room 400

February 12, 2002

10:00 a.m. – 12:00 noon

PRESENT: Patricia Hamamoto & Randi Hitz (facilitators), Virgie Chattergy, Michael Fassiatto, Roy Winstead, Keiki Kawai'ae'a, Jan Zulich, Grace Blodgett, Renee Tarumoto, Carol Kawasaki, Sharon Mahoe, Fay Ikei (recorder)

GUEST: Tom Pangilinan Professional Development & Educational Research Institute
May Yamasaki Employee Background Check
Margaret Donavan Chaminade University

Patricia Hamamoto convened the meeting at 10:10 a.m.

Minutes from the December 11, 2001 meeting were approved as circulated.

INFORMATION/REPORTS:

- **Legislative Update:** Patricia Hamamoto shared the following information:
 1. Reauthorization of ESEA
 2. *Commitment to continue professional development*
 3. Return of retirees after one year of retirement without affecting benefits

Randy Hitz shared the following information regarding the loan forgiveness program:

1. Currently working on the administrative rules
2. Program will be contracted to be administered by the credit unions

Michael Fassiatto raised the question if teachers seeking a Masters in Education Administration would qualify for the loan forgiveness program along with teachers seeking certification in the shortage area (special education). In addition, the concern regarding the representation of the private IHE on the NCTAF board was presented to Pat Hamamoto.

- **Fingerprinting of Teacher Trainees:** Mae Yamasaki shared the following reports with the committee:
 1. 05/10/01 Progress Report
 2. 02/12/02 Internal Rulemaking Responsibilities
 3. Summary of Proposed Revisions to Chapter 8-7

4. DRAFT Copy of Chapter 7 of Title 8

She reported that the FBI is currently updating their fingerprinting scanner, which transmits information directly to the bureau. Fingerprinting and criminal check also extends to substitute teachers.

Roy Winstead questioned whether fingerprinting is restricted to teacher preparation programs or other areas (i.e. social workers). Does it extend to anyone who has contact with children?

Renee Tarumoto related that there is a need to review the intent of the law to address other areas outside of the IHE's (i.e. bus drivers, bus aides, etc.). The law must be changed to be more inclusive through changes in the statutes.

- **Transitioning of Functions to HTSB: Roy Winstead shared the subcommittee report of 02/07/02 identifying issues and making recommendations relating to the implementation of Act 312.**

Issues:

- 1. The use of social security numbers to identify students (Family Educational Rights of Privacy Act)**
- 2. Accuracy and timing of eligible list**

Recommendations:

- 1. Share the updated DOE Organizational Chart**
- 2. Professional Certificate update and projected status in relation to ACT 312**
- 3. Creation of Professional Disposition and SATE review Implementation subcommittee.**

Licensing applications from California and Indiana were shared with the members. IHE's were reminded to bring sample applications for discussion at the next TECC meeting.

- **HTSB Update: Sharon Mahoe reported on a bill in the legislature to change the name of HTSB and add the additional responsibility of licensing administrators.**

She indicated the new standards would be discussed in March relating to the SATE review.

HTSB will be meeting with the DOE to discuss the issue of endorsement, which is not indicated, on a license. Possible solutions include (1) using DOE procedures, (2) recognize the endorsement on the license or (3) modify the endorsement procedure.

- **Professional Development Credits: Tom Pangilinan indicated that he is the point person to process all PD credits. The state will continue to use the**

June 1999 professional development guidelines. However, the Design Team will review the guidelines to make it user friendly and streamline the process. Teachers may continue to use PD credits for reclassification, however, 50% must be related to SID activities. In June 2002, the Professional Development and Educational Research Institute will disseminate a catalogue of all approved PD courses through the Internet. The Institute will provide quarterly update of courses, monitor and evaluate the content presented and the quality of the presenter.

RECOMMENDATIONS:

- a. Update of DOE Organizational Chart**
- b. Professional Certificate Update**
- c. Creation to two subcommittees:**
 - Professional Disposition Subcommittee**
 - SATE Review Implementation Subcommittee**

PROPOSED AGENDA:

- HDOE Recruitment Needs — “Big Picture”**
- Review Licensing Applications**
- Legislative Update**

Meeting adjourned at 12:10 p.m.

TEACHER EDUCATION COORDINATING COMMITTEE (TECC)

Monthly Meeting

March 12, 2002

Dole Cannery, Room 400

10:00 a.m. – 12:00 noon

AGENDA

Welcome and Introductions

Patricia Hamamoto

Minutes (Feb. 12, 2002)

Reports/Updates

▪ **Legislative Update**

Patricia Hamamoto

▪ **Troops to Teachers**

Allan Awaya

▪ **HDOE Recruitment Needs**

Amy Yamashita

▪ **HTSB Update**

Clara Burrows

▪ **Review of Licensure Forms**

**Roy Winstead
IHE's**

Announcements:

▪ **April 9, 2002 Meeting**

1. **Legislative Update**

2. **HTSB Update**

Patricia Hamamoto

Sharon Mahoe

TEACHER EDUCATION COORDINATING COMMITTEE (TECC)

Dole Cannery, Room 400

March 9, 2002

10:00 a.m. – 12:00 Noon

PRESENT: Patricia Hamamoto (facilitator), Jan Zulich, Linda Johnsurd, Hazel Sumile, Clara Burrows, Betty Carlson, Michael Fassiotto, Roy Winstead, Carol Kawasaki, Renee Tarumoto, Judith Hughes, Fay Ikei (Recorder)

GUEST: Allen Awaya Troops to Teachers

Roy Winstead convened the meeting at 10:10 a.m. in the absence of Patricia Hamamoto who facilitated the meeting after the presentation of Mr. Allan Awaya.

Minutes from the February 12, 2002 meeting were approved as circulated.

INFORMATION/REPORTS:

- **Troops to Teachers:** Allan Awaya shared the partnership program with the Department of Education. The program is designed to recruit retired military personnel to become teachers in the public school. Allan requested information from the various colleges on their teacher preparation programs. He emphasized the need for alternative certification programs for the non-traditional student and shared the current program at Norfolk, Virginia. In addition, he requested that the colleges focus on the qualifications and experience of the retired military personnel. If possible have the training programs begin prior to separation from service. Clara Burrows indicated that the programs are on the Title II website.

As part of the partnership program, Renee Tarumoto stated that the Department would provide office space for the recruiter.

- **DOE Recruitment Needs:** Amy Yamashita discussed the recruitment needs of the Department of Education focusing on the following points:
 1. Student Enrollment over the past 10 years
 2. Increase in Teacher positions
 3. Acute shortage areas
 4. Supply of teachers
 5. Demographics of new hires and rehires
 6. Recruitment efforts and process
 7. Web page recruitment
 8. Incentives for hard to fill schools
 9. Contracted services
 10. Hiring priorities and applicant processing

Roy Winstead questioned if the DOE had a profile of the mainland recruits. Does the Department have a tracking system to indicate how long the mainland recruits remain in Hawaii? Secondly, is there information as to why teachers leave the system? He also inquired as to why the enrollment has dropped in our public school system.

- **HTSB Update:** Clara Burrows reported that HTSB adopted the standards. She indicated that out of state programs must address Criterion 1, *Additional Criteria for out-of-state teacher education program approval*, before continuing on to address the remaining eight criteria. It is essential that the program be approved in its own state.

The board reviewed the new license application and a critical piece is the assessment form submitted by the college and the CT. The information normally submitted for licensure is the application, transcripts, PRAXIS scores, and evidence of student teaching. License will be granted upon completion of all paperwork.

HTSB will rework the DOE endorsement route for licensure. An updated report will be submitted at a later date.

- **Licensure Forms:** Roy Winstead requested that a standard statement regarding the use of social security numbers be used by all IHE's. The review of teacher application forms was tabled to the April 9th meeting.

Renee Tarumoto reported that she will follow-up on the criminal history check. Information will be shared at the 04/09/02 TECC meeting.

- **Legislative Update:** Patricia Hamamoto related that the cross over of bills occurred on 03/13/02. All the NCTAF bills went through, however, the retired administrators bill was held up.

FOLLOW UP:

1. Criminal history check
2. Norfolk Troops to Teachers Program
3. Creation of Subcommittees: Professional Disposition Subcommittee
SATE Review Implementation
Subcommittee

Meeting adjourned at 12:20 p.m.

TEACHER EDUCATION COORDINATING COMMITTEE (TECC)

Monthly Meeting

April 9, 2002

Dole Cannery, Room 400

10:00 a.m. – 12:00 noon

AGENDA

Welcome and Introductions

Patricia Hamamoto

Minutes (March 9, 2002)

Reports/Updates

▪ **Legislative Update**

Patricia Hamamoto

▪ **Partnership Program**

Linda Shimomoto

▪ **HTSB Update**

Sharon Mahoe

▪ **Review of Licensure Forms**

Roy Winstead

Announcements:

▪ **May 14, 2002 Meeting**

TEACHER EDUCATION CORR DINATING COMMITTEE (TECC)

Dole Cannery, Room 400

April 9, 2002

10:00 a.m. – 12:00 Noon

PRESENT: Claudia Chun (Facilitator), Sharon Mahoe, Carol Kawasaki, Betty Carlson, Mike Fassiotto, Hazel Sumile, Randy Hitz, Jan Zulich, Keiki Kawai`ae`a, Estelle Wong, Fay Ikei (recorder)

GUEST: Linda Shimamoto South Carolina Cadet Program

Claudia Chun convened the meeting at 10:10 a.m. in the absence of Patricia Hamamoto. Estelle Wong, Director of the Student Services Branch, was introduced to the group.

Minutes from the March 12, 2002 meeting were approved as circulated.

REPORTS:

- **Legislative Update:** Claudia Chun reported that the School Administrator bill was not moving in the legislature however, all other bills were moving during the cross over.
- **South Carolina Cadet Program:** Linda Shimamoto representing Alpha Delta Kappa discussed the implementation of the South Carolina Cadet Program in three high schools during the 2003 school year through a partnership program with higher education. This would be a means to attract students to the field of education and address the current teacher shortage. Any IHE interested in the partnership program should contact Linda at 239-6555 (home) or 392-8925 (cell). Materials regarding the program were left with the members of TECC. To obtain a copy of the video, contact Linda at the above numbers.
- **HTSB:** Sharon Mahoe related that the PLT will be reformatted with changes made beginning September 2002. CCSSO, Council of Chief State School Officers, parent organization of INTASC will conduct a series of four day Academies during the summer (July 15-18). The cost of the training is \$600.00 per participant. Due to cost of travel, lodging and registration, Randy Hitz discussed the possibility of having the group conduct training in Hawaii. The cost will be borne by the DOE and the IHE's. Randy will follow up with CCSSO.
- **Licensure Forms:** Since Roy Winstead and Renee Tarumoto were not present, the issues regarding licensure forms were tabled. However, the following questions were reiterated for Claudia Chun to follow up with Renee Tarumoto.

1. How are the criminal history checks going to be handled?
 2. What is the liability for the IHE's?
 3. Policy regarding the hiring of individuals with criminal records, does the policy cover students?
 4. What are the results of the review of the IHE forms?
- **Professional Certification:** The following questions were raised during the discussion on Professional Certification:
 1. Will the school level administrators have certification?
 2. Will school level administrators become twelve- month employees?
 3. What does the Professional Certification mean?
 4. What will the Professional Certification lead to?
 5. Will there be a movement on the teacher salary schedule?
 6. Is there a uniform definition of Professional Development/ Certification?

Claudia Chun stated that the Masters in Education is what the DOE recognizes and the Professional Certificate is currently in negotiation.

PROPOSED AGENDA:

- **DOE Issues and Concerns**
- **Computer Software for Teacher Tracking**
- **Teacher Records**

Meeting adjourned at 11:40 a.m.

TEACHER EDUCATION COORDINATING COMMITTEE (TECC)
Monthly Meeting
May 14, 2002
Dole Cannery, Room 400
10:00 a.m. – 12:00 Noon

AGENDA

Welcome and Introductions

Patricia Hamamoto

Minutes (April 9, 2002)

Reports/Updates

- **Legislative Update**
- **DOE Issues and Concerns**
- **Computer Software for Teacher Tracking**
- **Teachers Records**

Patricia Hamamoto
Patricia Hamamoto
Randy Hitz

Sharon Mahoe

Follow-up Reports:

- **Handling of Criminal Checks**
- **Professional Development Defined**

Renee Tarumoto
Sharon Mahoe

Announcements:

- **Schedule Meeting Dates for 2002-2003**
- **Tentative Topics for Discussion**
- **Schedule Review of Annual TECC Report**

Group
Group
Fay

TEACHER EDUCATION COORDINATING COMMITTEE (TECC)

Dole Cannery, Room 400

May 14, 2002

10:00 a.m. – 12:00 Noon

PRESENT: Patricia Hamamoto (Facilitator), Randy Hitz, Hazel Sumile, Jan Zulich, Roy Winstead, Betty Carlson, Mike Fassiotto, Virgie Chattergy Sharon Mahoe, Carol Kawasaki, Estelle Wong, Grace Blodgett, Fay Ikei (Recorder)

GUEST: Paul McKenney UH Manoa, College of Education
Michael Fluharty Teacher Records
Jamie Bellanca Teacher Records

Patricia Hamamoto convened the meeting at 10:05 a.m. The three guests from the College of Education and TSB were introduced to the group.

Minutes from the April 9, 2002 meeting were approved as circulated.

REPORTS:

- **Legislative Update:** Pat Hamamoto reported that the NCTAF bills passed along with the Loan Forgiveness Program. The School Administrator bill did not pass this session.
- **DOE Issues and Concerns:** Pat Hamamoto shared the following priority concerns for the department:
 1. How do we stimulate and attract people in the profession?
 2. How do we work on retention?
 3. How can we change some of the working conditions.
 4. Need to focus on coaching and mentoring the first year teacher.
 5. Need to look at systemic changes within the department of how we do business.
 6. How do we put in place the supports for all teachers.

Jan Zulich requested an overview of the mentoring and coaching efforts of the department. She referred to a presentation by Phyllis Unebasami and Tom Pangilinan at the Nov. 13, 2001 TECC meeting with no follow-up in terms of a plan for the state. She also raised the question the status of state in meeting the benchmark.

Roy Winstead questioned the amount of time teachers spend out of the classroom. There is a need to address this aspect when developing a training program for teachers.

Hazel Sumile reported that there are four planning and collaboration days built into the contract. The SCBM schools can ask for additional waiver days.

Grace Blodgett expressed the need to mentor teachers after graduation and establish partnership programs with the department.

- **Computer Software for Teacher Tracking:** Paul McKenny presented the computer program utilized by the university to track students. Fact sheet provided for Task Stream and Live Text.
- **Teacher Records:** Sharon Mahoe indicated that TSB wants to have a paperless system that empowers the teachers with the licensure and renewal system. TSB does not want to create more work for the users (DOE/IHE) and for the TSB Board.

Presentation by Michael Fluharty and Jamie Bellance on the software program. A training session for the DOE and IHE will be scheduled during the summer.

FOLLOW-UP REPORTS:

- **Handling of Criminal History Checks:** Attorney General provided interpretation and the policy is going before the BOE.
- **Professional Disposition Defined:** Tabled for the next meeting.

ANNOUNCEMENTS:

- **Schedule of Next Meeting:** August 13, 2002 (Tuesday)
WIST Annex, Room 123
- **Suggested Topics for Discussion:**
 1. Report from the DOE regarding teacher hiring.
 2. DOE plans for recruitment and retention.
 3. Update on principal licensure.
 4. TECC Annual Report
 5. Criminal check
 6. Professional Development
 7. HTSB Update
 8. INTASC

Meeting adjourned at 12:00 Noon.