

Financial Report/Update

Fiscal Year 2025-2026

A detailed report for the fiscal year ending June 30, 2026 is attached. Please note on the last rows of page 2 of the spreadsheet that there are balances of \$293,226.93 in personnel costs and \$649.70 in non-personnel costs. I thought I encumbered everything but I guess I still had a small balance that remain unencumbered. The balance in the personnel costs are due to salary savings from positions that were vacant. The Institutional Analyst was vacant last fiscal year and is still vacant, and the Business Management Officer position was vacant for five and a half months. One licensing clerk position was vacant for five months.

Budget Review for Fiscal Year 2025-26													
Hawai'i Teacher Standards Board Financial Report Fiscal Year 2025-26	Budgeted Allotments for SY 2025-2026 (NBI 24-33 Revised)	Expenditures July 1, 2025 to December 31, 2025	Expenditures January 1-31, 2026	Expenditures February 1-28, 2026	Expenditures March 1-31, 2026	Expenditures April 1-30, 2026	Expenditures May 1-31, 2026	Expenditures June 1-30, 2026	Total Expenditures	Encumbrances July 1, 2025 to June 30, 2026 (For Year End Reporting)	% of Budget Used Through June 30, 2026	Balance as of June 30, 2026	% of Budget Unspent
Personnel Positions	\$ 1,348,517.00	\$ 482,086.82	\$ 100,012.20	\$ 98,138.20	\$ 94,730.93	\$ 96,264.20	\$ 96,264.20	\$ 86,660.20	\$ 1,054,156.75	\$ -	78.17%	\$ 294,360.25	21.83%
Substitute Teacher	\$ 9,980.00	\$ 4,128.48	\$ -	\$ 2,289.89	\$ 1,435.94	\$ 1,076.98	\$ 882.95	\$ 1,948.78	\$ 11,763.02	\$ -	117.87%	\$ (1,783.02)	-17.87%
Sub-Total for Personnel	\$ 1,358,497.00	\$ 486,215.30	\$ 100,012.20	\$ 100,428.09	\$ 96,166.87	\$ 97,341.18	\$ 97,147.15	\$ 88,608.98	\$ 1,065,919.77	\$ -	78.46%	\$ 292,577.23	21.54%
Operations and Quality Assurance													
Online system for teacher license applications, license renewal, storage of licensing data and documents; Licensing system maintenance, security, build-out for additional licenses/permits, support, and reporting modules, improved user interface supports remote access for teachers and HTSB staff to maintain licensing process.	\$ 300,000.00	\$ (300.00)	\$ 70,558.75	\$ -	\$ 10,464.66	\$ 22,895.54	\$ 9,767.01	\$ 27,905.75	\$ 141,291.71	\$ 205,419.29	115.57%	\$ (46,711.00)	-15.57%
Data mining, auditing, research, quality control, reviews (including EPP reviews), training, mentor support/trainings, seminars, stipends, materials, transportation, mileage, meals/refreshments, rental space for meetings, lodging, equipment, and other resources. Address Teacher Shortage: Research and development of initiatives (teacher apprenticeships, teacher pre-apprenticeships, teacher residencies, etc.), management of programs, grant writing, stakeholder meetings, trainings, seminars, curriculum, stipends, materials, transportation, mileage, meals/refreshments, lodging, rental space for meetings, other resources, and other expenses as deemed appropriate by the Board Chairperson and Executive Director	\$ 97,432.00	\$ 8,475.53	\$ 3,962.23	\$ 3,578.07	\$ 13,612.75	\$ 5,866.82	\$ 10,406.72	\$ 731.50	\$ 46,633.62	\$ 4,162.98	52.13%	\$ 46,645.40	47.87%
Web hosting for online system and website; capacity for storage of online records.	\$ 25,000.00	\$ 11,222.32	\$ 2,024.75	\$ 2,075.48	\$ 2,209.63	\$ 2,423.44	\$ 2,419.60	\$ 2,485.92	\$ 24,861.14	\$ 17,500.00	169.44%	\$ (17,361.14)	-69.44%
Office lease and Common Area Maintenance (CAM) for Dole Cannery, additional office space, and/or other office space for lease, and moving costs.	\$ 70,000.00	\$ -	\$ -	\$ -	\$ 5,704.65	\$ 9,875.03	\$ 5,390.51	\$ 5,704.65	\$ 26,674.84	\$ 37,849.49	92.18%	\$ 5,475.67	7.82%
Office operations: Standard office support, including office supplies, equipment, postage, HTSB branded items, furniture, buildout materials, other materials, additional moving costs, moving supplies, awards, subscriptions, maintenance not covered under the Dole Cannery lease, and other expenses as deemed appropriate by the Board Chairperson and Executive Director.	\$ 70,390.00	\$ 45,053.12	\$ 10,604.57	\$ 4,020.00	\$ 4,422.80	\$ 5,076.99	\$ 9,888.61	\$ 3,613.23	\$ 82,679.32	\$ 23,578.64	150.96%	\$ (35,867.96)	-50.96%
Sub-Total	\$ 562,822.00	\$ 64,450.97	\$ 87,150.30	\$ 9,673.55	\$ 36,414.49	\$ 46,137.82	\$ 37,872.45	\$ 40,441.05	\$ 322,140.63	\$ 288,500.40	108.50%	\$ (47,819.03)	-8.50%

Budget Review for Fiscal Year 2025-26

Hawai'i Teacher Standards Board Financial Report Fiscal Year 2025-26	Budgeted Allotments for SY 2025-2026 (NBI 24-33 Revised)	Expenditures July 1, 2025 to December 31, 2025	Expenditures January 1-31, 2026	Expenditures February 1-28, 2026	Expenditures March 1- 31, 2026	Expenditures April 1-30, 2026	Expenditures May 1- 31, 2026	Expenditures June 1-30, 2026	Total Expenditures	Encumbrances July 1, 2025 to June 30, 2026 (For Year End Reporting)	% of Budget Used Through June 30, 2026	Balance as of June 30, 2026	% of Budget Unspent
Statewide Training and Professional Development for Teachers													
Statewide training for in-service teachers, teacher candidates, Educator Preparation Provider (EPP) support, workgroups, other convenings, meals/refreshments, stipends, resources, materials, equipment, rental space for meetings, transportation, parking fees, inter-island travel, out-of-state travel, mileage, per diem, dues, subscriptions, additional fees, research, and scholarships for preparation outlined in HAR §8-54-19 (including MCEE). Statewide National Board for Professional Teaching Standards (NBPTS) candidate support, trainings, meetings, collective work, other convenings, recognition items, NBPTS branded items, awards, stipends, materials, equipment, additional fees, registration, subscriptions, dues, meals/refreshments, mileage, rental space for meetings, lodging, transportation, parking fees, interisland travel, out-of-state travel, other resources and expenses as deemed appropriate by the Board Chairperson and Executive Director.	\$ 80,000.00	\$ 36.00	\$ 612.40	\$ 125.24	\$ (19,672.38)	\$ 955.60	\$ 13,020.81	\$ 1,393.32	\$ (3,529.01)	\$ 799.00	-3.41%	\$ 82,730.01	103.41%
Sub-Total	\$ 80,000.00	\$ 36.00	\$ 612.40	\$ 125.24	\$ (19,672.38)	\$ 955.60	\$ 13,020.81	\$ 1,393.32	\$ (3,529.01)	\$ 799.00	-3.41%	\$ 82,730.01	103.41%
Meetings & Trainings for HTSB Board Members and Staff													
Board meetings and other meetings for interviews, hearings, hearing support, trainings, retreats, staff trainings, professional development, team building, materials, transportation, parking fees, equipment, recognition items, other resources, meals/refreshments, mileage, per diem, lodging, rental space for meetings/convenings/trainings, and inter-island travel. Support services and subscriptions to hold meetings (Court Reporter, Zoom, Doodle Poll, Vimeo, Survey Monkey, etc.), and other expenses as deemed appropriate by the Board Chairperson and Executive Director.	\$ 35,000.00	\$ 4,181.88	\$ 743.74	\$ 416.13	\$ 450.00	\$ 711.55	\$ 157.07	\$ -	\$ 6,660.37	\$ -	19.03%	\$ 28,339.63	80.97%
Board members, staff, and stakeholders to attend and/or present at in person or virtual trainings and conferences on licensing, professional practices, ethics, NBPTS, teacher education, alternative routes, accreditation, educator preparation programs, indigenous education, training, educational initiatives, legislation, research, and pathways to alleviate the teacher shortage in Hawaii. Participation may be in-person or virtual and may include registration, dues, meeting support, recognition items, equipment, additional fees, meals/refreshments, rental space for meetings, parking fees, mileage, per diem, transportation, lodging, inter-island, out-of-state travel, and other expenses as deemed appropriate by the Board Chairperson and Executive Director.	\$ 65,000.00	\$ 56,730.29	\$ 12,841.35	\$ 6,757.17	\$ 10,118.64	\$ 21,681.56	\$ 17,906.66	\$ 1,565.24	\$ 127,600.91	\$ -	196.31%	\$ (62,600.91)	-96.31%
Sub-Total	\$ 100,000.00	\$ 60,912.17	\$ 13,585.09	\$ 7,173.30	\$ 10,568.64	\$ 22,393.11	\$ 18,063.73	\$ 1,565.24	\$ 134,261.28	\$ -	134.26%	\$ (34,261.28)	-34.26%
Total	\$ 2,101,319.00	\$ 611,614.44	\$ 201,359.99	\$ 117,400.18	\$ 123,477.62	\$ 166,827.71	\$ 166,104.14	\$ 132,008.59	\$ 1,518,792.67	\$ 289,299.40	86.05%	\$ 293,226.93	13.95%
Total Not Including Personnel	\$ 742,822.00	\$ 125,399.14	\$ 101,347.79	\$ 16,972.09	\$ 27,310.75	\$ 69,486.53	\$ 68,956.99	\$ 43,399.61	\$ 452,872.90	\$ 289,299.40	99.91%	\$ 649.70	0.09%

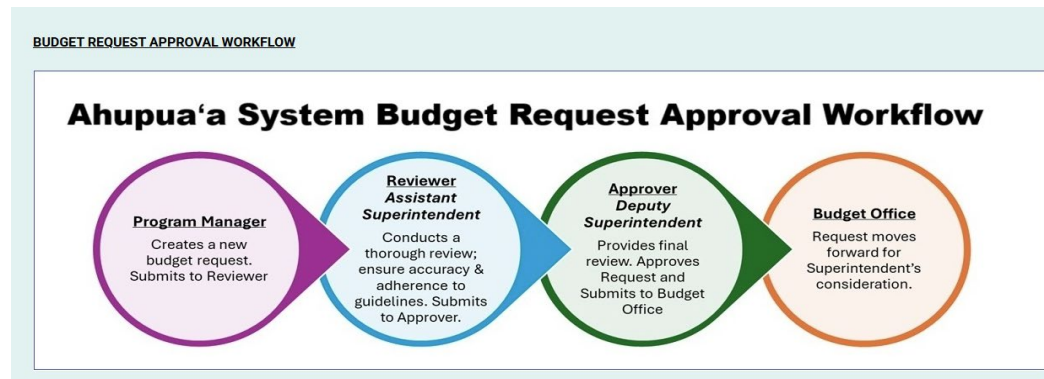
As reported during the August 14, 2026 Board Meeting

Fiscal Biennium 2027-2029

The DOE opened up its Ahupua'a system to entertain funding requests for the 2027-2029 fiscal biennium. However, this window is very small-July 15 to July 31, 2026-so Board Chair Gillentine was able to support the \$200,000 request made to the Departmental's operating budget for the future office move (assuming DAGS approves the additional square footage HTSB is seeking) and technology services for our licensing management system for each fiscal year ending 2028 and 2029. See summary table below.

Summary Table of Appropriations and Requests							
Source: Ahupua'a Budget Development System							
25050 Hawai'i Teacher Standards Board							
	Personal Services (A) for 14.0 Perm Positions	Other Personal Services (A1) for Substitutes	Other Current Expenses (B)	Equipment (C)	Current Lease Payment (L)	Motor Vehicles (M)	Total Appropriations
Base Appropriation Totals FY 2027	\$ 1,354,240.00	\$ 7,000.00	\$ 753,390.00	\$ -	\$ -	\$ -	\$ 2,114,630.00
Base Appropriation Totals FY 2028	\$ 1,411,756.00	\$ 7,000.00	\$ 753,390.00	\$ -	\$ -	\$ -	\$ 2,172,146.00
Add Funds For Office Move	\$ -	\$ -	\$ 100,000.00	\$ -	\$ -	\$ -	\$ 100,000.00
Add Funds For Technology Services Enhancements	\$ -	\$ -	\$ 100,000.00	\$ -	\$ -	\$ -	\$ 100,000.00
Base Appropriation Totals FY 2029	\$ 1,469,343.00	\$ 7,000.00	\$ 753,390.00	\$ -	\$ -	\$ -	\$ 2,229,733.00
Add Funds For Office Move	\$ -	\$ -	\$ 100,000.00	\$ -	\$ -	\$ -	\$ 100,000.00
Add Funds For Technology Services Enhancements	\$ -	\$ -	\$ 100,000.00	\$ -	\$ -	\$ -	\$ 100,000.00

So far, HTSB's request for this additional allocation has been approved and it now is in the budget office workflow portion of the queue which is promising since the requests had to be approved by the deputy superintendent before it reached this budget milestone. See workflow process below.



However, we are still at the Initial review level, and there are other levels of scrutiny that the department's budget goes through. See various levels below.

REVIEW LEVEL

Review levels are the various stages which our budget requests must go through.

INITIAL = What Program entered.

- In this review level there are four Request Statuses to track workflow from "Program Manager" to "Reviewer" to "Approver" to "Budget" **We are here.**

DOE = What DOE leadership approved. **Sometime before BOE meeting below.**

BOE = What Board approved. **@September/October via Board meeting.**

GOV = What the Governor approved. **@Late November/early December.**

HOUSE = What the House of Representatives approved. **House Finance committee @March.**

SENATE = What the Senate approved. **Senate Ways and Means committee @March.**

LEG = What the Legislature approved. **Conference committee HBxxxx HD1 SD1 CD1 @April/May.**

ACT = What was enacted into law. **@Late May/early June**

For next fiscal year, HTSB will realign the HTSB board's financial approval process so that we can include any fiscal biennium budget requests and get more feedback before the department opens up this process in mid-July. This process happens late summer/early fall because the department has to provide its budget to the Budget and Finance/Governor after the BOE approves the department's budget late September/early October. Since HTSB is an attached agency, we have to comply with the timelines given to the department since our budget is incorporated in the overall departmental budget. The budget then goes to Budget and Finance/Governor for refinement before the Governor's executive budget is finalized in November/December for submission to the Legislature for its regular session commencing in January.