

TITLE: Permitted Interaction Group Relating to the Recruitment and Selection of HTSB's Executive Director

The Hawai'i Teacher Standards Board (HTSB) approves the appointment of the following board members to be assigned to the Permitted Interaction Group that will be allowed to meet outside of board meetings, pursuant to Hawaii Revised Statutes Section 92-2.5(b)(1), to recruit, select and recommend one or more candidates for the position of Executive Director of the Hawai'i Teacher Standards Board:

- Dr. Jonathan Gillentine, HTSB Chair
- Dale Matsuura, HTSB Vice-Chair
- Dr. Tammi Oyadomari-Chun, Board Member
- Dr. Jamie Simpson Steele, Teacher Education Committee Chair
- Daphne Okunaga, Board Member

Duties of the Permitted Interaction:

The Permitted Interaction Group will be tasked with the following duties:

- Conducting the search:
 - Soliciting qualified candidates through outreach and advertising.
 - Reviewing applications for qualified candidates.
 - Screening qualified applicants through interviews and reference checks/
 - Conducting finalist interviews with qualified candidates.
- A. Making a recommendation(s) to the Board for approval:
 - Selecting and recommending a candidate to the Hawai'i Teacher Standards Board for HTSB's approval, [The approved candidate must complete a background check and other pre-boarding hiring requirements. The Hawai'i State Board of Education must confirm the HTSB's approved candidate.]

Responsibilities of the Chair

The Permitted Interaction Group's Chair shall be responsible for:

- a. Convening the PIG
- b. Facilitating timely committee decision making
- c. Facilitating standardized interview and reference check protocols
- d. Receiving all applications.
- e. Scheduling interviews with qualified
- f. Preparing the recommendation to the Board for approval

Rationale/Background:

The board members named have decision-making experience in the area of human resources and have a full understanding of the complex work of the HTSB.

Cost:

There are no costs associated with this group.

Submitted by: Dr. Jonathan Gillentine
Referred to: Budget, Personnel, and Strategic Planning Committee