

TITLE: The Hawai'i Teacher Standards Board Budget for 2026-2027

The Hawai'i Teacher Standards Board (HTSB) adopts the attached budget for fiscal year 2026-2027.

The proposed budget reflects a disciplined approach to resource allocation, ensuring that public funds are used efficiently. Formal adoption by the Board provides a clear mandate for the Executive Director and staff to manage expenditures with accountability, ensuring that all financial activities remain in compliance with state regulations and Board policy.

Rationale/Background:

The HTSB is committed to maintaining the highest standards of educator quality and professional accountability. To fulfill its statutory mandates and execute the strategic priorities of the Board, it is essential to establish a transparent and fiscally responsible financial framework for the upcoming fiscal year.

Cost:

No cost associated with this New Business Item.

Submitted by: Kristi Miyamae

Referred to: Budget, Personnel, and Strategic Planning Committee

Proposed Budget for Fiscal Year 2026-27	
Hawai'i Teacher Standards Board (HTSB) Proposed Budget Fiscal Year 2026-27	Projected Allotments for SY 2026-2027 (NBI 25-37)
Administration and Board Governance	
Personnel positions to support administrative, operational, and board governance activities and directives.	\$ 1,348,517.00
(1) Executive Director position number 73645	
(6) Teacher Licensing Specialists position numbers 69987; 74675; 603889; 603890; 605596; 605597	
(1) Business Management Officer I position number 807257	
(1) Institutional Analyst position number 606421	
(1) Secretary IV position number 52758	
(4) Teacher Licensing Clerks position numbers 57914; 57915; 805974; 805975	
Substitute teacher costs for Board members, classroom teachers, counselors, librarians, and other positions needing substitute to attend meetings, work groups, professional development activities, presentations, trainings, conferences, and other events.	\$ 15,000.00
Sub-Total for Personnel	\$ 1,363,517.00
Administration and Board Governance	
Presentations, meetings, events, workshops, conferences, summits, and other enabling activities to support and execute strategic planning, legislative outreach to support the board's legislative priorities, reporting activities, efforts to keep the board's operations responsive and efficient, and activities to support administrative, operational, board governance, and other activities mandated by New Business Items (NBIs) approved by the board. Associated costs include registration fees; airfare; travel reimbursements such as per diem subsistence out-of-state; per diem subsistence intra-state; ground transportation; baggage fees; other travel related expenses; locks, keys, and closures; office supplies; meals; other miscellaneous supplies; dues; subscriptions including software licenses; postage; telephone and telegraph; staff mileage; rental cars; parking charges; water cooler; water; office rent lease and common area maintenance costs for Dole Cannery suites 268 and 265; office rent lease for Dole Cannery suite 158 for meetings; facility rentals; rental on equipment; audio visual equipment; repair and maintenance on audio visual equipment; repair and maintenance on building and structure; other repairs and maintenance; other miscellaneous current expenses; office equipment; repair and maintenance on office equipment; computer equipment; repair and maintenance on computer equipment; furniture and furnishings; telecommunications equipment; consultant services; and other expenses deemed appropriate by the board chairperson and executive director.	\$ 208,200.00
Licensing and Certification Standards	
Presentations, meetings, events, workshops, conferences, summits, workgroup collaborations, and other enabling activities to support licensing and certification standards and policies, to remain current with trends and issues in licensure systems, teacher preparation programs, assessment of teaching skills, and teacher development; conduct research and development activities to stay abreast of trends and issues. Other activities to support continuous improvement and quality assurance of the model code of ethics and standards are also included. Associated costs include registration fees; airfare, per diem subsistence out-of-state; per diem subsistence intra-state; transportation, rental cars; other travel expenses; parking charges; consultant services; membership dues; and other expenses deemed appropriate by the board chairperson and executive director.	\$ 91,100.00
Licensing Operations	
Technology services for HTSB's online system for teacher license applications; license renewal; storage of licensing data and documents; licensing system maintenance; security; build-out for additional licenses/permits; customer support; reporting modules; improved user interface supports; and remote access for teachers and HTSB staff to maintain licensing processes. Other technology services include web hosting for the licensing system and website; capacity for storage of online records; and cybersecurity. Associated costs include technology services; subscriptions; and other expenses deemed appropriate by the board chairperson and executive director.	\$ 367,090.00
Professional Development	
Presentations, meetings, events, workshops, conferences, summits, workgroup collaborations, and other enabling activities to support professional development related to the board's standards and promotion of high teacher standards and accomplished teaching such as with national board certification. Associated costs include meals; other miscellaneous supplies; transportation; per diem subsistence intra-state; per diem subsistence out-of-state; facility rentals; and other expenses deemed appropriate by the board chairperson and executive director.	\$ 20,000.00
Quality Assurance	
Participation in efforts relating to issues affecting teacher quality and conduct professional activities related to licensing and certification standards such as program reviews. Associated costs include consultant services; mileage; meals; and other expenses deemed appropriate by the board chairperson and executive director.	\$ 5,000.00
Teacher Preparation Programs and Accreditation	
Presentations, meetings, events, workshops, conferences, summits, workgroup collaborations, and other enabling activities to build shared understanding, strengthen capacity, and support continuous improvement and quality assurance of accreditation standards for educator preparation programs and improvement of instruction through teacher education and professional development. Associated costs include meals; other miscellaneous supplies; transportation; per diem subsistence intra-state; per diem subsistence out-of-state; car rentals; other travel expenses; parking charges; facility rentals; registration fees; consultant services; and other expenses deemed appropriate by the board chairperson and executive director.	\$ 34,000.00
Workforce Development	
Grow Your Own teacher pathways and pipelines, grants, presentations, meetings, events, workshops, conferences, summits, workgroup collaborations, and other efforts related to the improvement of instruction through teacher education and to attract qualified candidates for teacher training from among high school graduates of the State in direct response to the teacher shortage. Associated costs include meals; other miscellaneous supplies; transportation; per diem subsistence intra-state; per diem subsistence out-of-state; car rentals; other travel; parking charges; facility rentals; registration fees; consultant services; and other expenses deemed appropriate by the board chairperson and executive director.	\$ 20,000.00
Sub-Total	\$ 745,390.00
Total	\$ 2,108,907.00
Total Not Including Personnel	\$ 745,390.00