



STATE OF HAWAII
DEPARTMENT OF EDUCATION
P.O. BOX 2360
HONOLULU, HAWAII 96804

OFFICE OF THE SUPERINTENDENT

September 4, 2020

Action Required

TO: Deputy Superintendent
Complex Area Superintendents
Public Charter School Executive Director
Principals (All)
Public Charter School Directors (All)

FROM: Dr. Christina M. Kishimoto
Superintendent

A blue ink signature of Dr. Christina M. Kishimoto.

SUBJECT: **Administering of the SY 2020 Federal Impact Aid Survey**

The Federal Impact Aid Program Survey is designed to assist local school districts who have lost revenue due to federal properties exemption from local property taxes. Financial assistance is determined by calculating the concentration of students who reside on military bases, low-rent housing properties, Indian lands, and other federal properties, have parents in the uniformed services, or have parents employed on eligible federal properties. In Hawai'i, Federal Impact Aid helps offset costs for school materials and resources, substitute teachers, student transportation, school utilities such as electricity, and other services at schools statewide. All students and schools benefit from Impact Aid.

The Hawai'i Department of Education Federal Impact Aid Survey date for SY 2020-2021 was scheduled for September 2, 2020. However, due to the ongoing changes to the start of the school year, **the new Federal Impact Aid Program Survey date will be October 14, 2020.**

Parent/Guardian(s) are to fill out surveys with information as of October 14, 2020. New hard copy Federal Impact Aid Survey Forms reflecting the October 14, 2020 date will be distributed to HIDOE schools before the survey date, in lieu of stickers which was initially stated in the August 14, 2020 memo entitled "2020 Federal Impact Aid Program Survey Date Change."

HIDOE schools will have the option to administer their Federal Impact Aid Survey via the traditional school distribution method or by participating in an electronic online survey pilot. Schools who select the traditional distribution and collection method will need to determine a process for sending the hard copy surveys home a few days prior to or on the October 14th survey date and have it returned to the schools when the surveys are completed by the

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parent/guardian before January 31, 2021. This could be done by packet pick up and drop off at most schools conducted at the start of the school year or mail home with first quarter report cards.

HIDOE schools may also choose to participate in the online Federal Impact Aid Survey pilot project. Schools selecting this option will need to ensure that they have dedicated staff that will support all of their parents/guardian(s) with questions on the inputting of the survey information, maintain the Parent/Student Portal, and process the student surveys electronically after the parents have submitted their survey online. We highly recommend that at least two (2) staff members from each school attend the Infinite Campus Portal Training that will take place in mid-September. Please refer to the memo, **“Availability of the Infinite Campus Parent/Student Portal and Training Sessions for School-Designated Portal Managers”** dated August 31, 2020. Training information for the **online Federal Impact Aid Survey pilot** will be forthcoming.

The online Federal Impact Aid Surveys will be collected from October 14, 2020 to December 4, 2020. After the December 4, 2020 deadline, schools will be asked to follow up with hard copy surveys to families that did not complete the electronic online survey. Schools wishing to participate in the electronic online pilot survey will need to notify Darlene Muraoka of the School Process and Analysis Branch at darlene.muraoka@k12.hi.us by September 21, 2020.

To prevent the duplication of the Federal Impact Aid Survey data and potentially conflicting data from multiple surveys, schools will not be allowed to switch from hard copy collection to the online Federal Impact Aid Survey pilot after the September 21st deadline.

We are encouraging all parents/guardians to complete and return the form. Your continued support will secure funding for all schools.

Should you have any questions, please contact Darlene Muraoka, Interim Director, School Process and Analysis Branch, at (808) 564-6040 or via email at darlene.muraoka@k12.hi.us.

CMK:dm

c: Assistant Superintendents
State Public Charter School Commission Office
DOE Military Liaison
School Process and Analysis Branch