




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

OFFICE OF THE SUPERINTENDENT

July 31, 2020

**TO:** Complex Area Superintendents, District Educational Specialists, Principals (All), Public Charter School Executive Director, Public Charter School Directors, Student Service Coordinators, Special Education Teachers, Related Service Providers (i.e., Occupational Therapists, Physical Therapists, Speech-Language Pathologists, and Counselors)

**FROM:** Dr. Christina M. Kishimoto   
Superintendent

**SUBJECT:** **Extended School Year Services for Students with Disabilities**

This memorandum provides clarification regarding the requirement to provide extended school year (ESY) services for eligible students with disabilities due to the two-week delay in opening the 2020-2021 school year.

ESY services are defined as special education and related services that are provided to a student with a disability beyond the normal school year. These services are provided only if an Individualized Education Program (IEP) team determined on an individual basis these services are necessary for the provision of a Free Appropriate Public Education to the student.

From August 4, 2020 to August 14, 2020, the Hawaii State Department of Education (HIDOE) personnel will be attending mandatory professional development and training to ensure a safe reopening of schools. ESY services will not be available during this period. However, it is the HIDOE's obligation to make up all missed services, as indicated in the student's IEP. To address this issue, the IEP teams will meet and conduct the following:

- Identify the student's ESY service needs as documented on the IEP;
- Determine when, where, and how make up services will be provided; and
- Document the provision of make-up services in a prior written notice.

Should you have any questions, please contact your Special Education District Educational Specialists or Ms. Annie Kalama, Director, Exceptional Support Branch, at (808) 305-9806 or via email at [annie.kalama@k12.hi.us](mailto:annie.kalama@k12.hi.us).

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c: Assistant Superintendents  
State Public Charter School Commission  
Office of Student Support Services