



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

OFFICE OF THE SUPERINTENDENT

July 20, 2020

Action Required

TO: Complex Area Superintendents
Principals (All)

FROM: Dr. Christina M. Kishimoto
Superintendent

A handwritten signature in blue ink, appearing to read "Christina M. Kishimoto".

SUBJECT: **Device and Connectivity Information Collection for Start of School Year**

As we begin the new school year, we are faced with challenges and opportunities to reinvent and innovate educational delivery, including the need to address equity of access to devices and connectivity for our students to have a successful online experience.

Starting this school year, we will be asking families to help us identify accessibility gaps by completing a *Device and Connectivity Access Form* (see attachment) to be included with materials provided to them at the start of the school year. This will be an annual request to families to help us prepare for online and blended learning, as well as to be prepared in the event of school closures.

We also programmed a new tab into the department's student information system (Infinite Campus) to capture this information and have it available to schools on a student-level basis. Information on how school staff can enter the responses into Infinite Campus are included in the attachment.

Since we have students and families that do not have access to devices and connectivity at home, we will be sending a set of hardcopy forms to each school, as well as the electronic version that accompanies the online memo and attachment in Memos and Notices.

Questions regarding the form may be directed to Christine Shaw in the Office of Information Technology Services at g-oits-ea@k12.hi.us. For assistance with entering the information into Infinite Campus, please contact the IT Help Desk, Monday through Friday, from 7:45 AM to 4:30 PM HST, excluding holidays at (808) 564-6000, or for neighbor islands, please use the HATS line at 8-1-808-692-7250. Support requests may also be made online using ServiceNow via <http://help.hidoe.org>.

Thank you for your continued efforts to provide equity of access for our students.

CMK:cs
Attachments

c: Deputy Superintendent
Office of Information Technology Services
Office of Strategy, Innovation, and Performance