



STATE OF HAWAII
DEPARTMENT OF EDUCATION

P.O. BOX 2360
HONOLULU, HAWAII 96804

OFFICE OF THE SUPERINTENDENT

ANNUAL MEMO

May 3, 2021

TO: All Department of Education Employees

FROM: Dr. Christina M. Kishimoto
Superintendent

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

SUBJECT: **Notice on Board of Education Policy 101-13 - Controversial Issues**

This memorandum is intended to provide formal notification to all teachers and school administrators regarding Board of Education (BOE) Policy 101-13 (formerly Policy 2210) and Department of Education (DOE) Regulation 2210.1, as they relate to controversial issues and to remind all teachers and school administrators of the requirement to follow all BOE policies.

Before engaging in any lesson or activity that may touch upon potentially controversial matters, teachers must discuss the potentially controversial matters with their principal to determine whether a letter concerning a potentially controversial topic should be sent out to parents or legal guardians.

DOE Regulation 2210.1 requires instructional staff or administration to notify parents or legal guardians of controversial issues discussed in the classroom or through other school activities. This notification may be done through a general letter about the lesson or activity utilizing the e-template at <http://goo.gl/VzgQj5>. The parents or legal guardians may also, on their own volition, write a letter to the school administrators or teacher to have their child excluded from a specific lesson or activity. If such a letter is received, the student must be provided with an alternative learning activity. The parent(s) or legal guardian(s) have an obligation to notify the school administrator or teacher before the lesson or activity.

Principals are asked to review the policy and guidelines relevant to BOE Policy 101-13 with each of their teachers and go over the procedures for handling controversial issues. The policy and regulation can be accessed by searching "101-13" or "2210.1" in the DOE Portal at <https://intranet.hawaiipublicschools.org>.

If you have any questions regarding this subject's regulations, please contact Ms. Joanna Dunn, Extended Learning Branch, at joanna.dunn@k12.hi.us or at (808) 305-9755. Complex Area Superintendents should make themselves available as a resource to principals on this topic.

CMK:jd
c: Board of Education