March 25, 2022

TO: Assistant Superintendents
   Complex Area Superintendents
   Principals (All)
   SASAs
   Secretaries

FROM: Keith T. Hayashi
      Interim Superintendent

SUBJECT: New Employee COVID-19 Vaccination Requirement

Effective April 1, 2022, the Hawaii State Department of Education (Department) requires all new hires to provide proof that they are fully vaccinated or have an approved medical or religious exemption from the Department prior to establishing a start date. All candidates being considered for a position within the Department needs to be informed of this requirement.

This applies to all individuals hired into certificated and classified salaried, 89-day, substitute, and casual positions. The New Employee COVID-19 Testing/Vaccination Status Attestation form is no longer necessary.

Further information regarding this change will be provided no later than April 1, 2022.

KTH: gkn
cc: Director, Personnel Management Branch
     Administrator, Recruitment and Employment Section
     Personnel Regional Officers
     Hawaii Public Charter School Commission