



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

OFFICE OF THE SUPERINTENDENT

October 17, 2022

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

FROM: Keith T. Hayashi
Superintendent 

SUBJECT: Updated COVID-19 Vaccination Requirement Guidelines for New Employees

This updates the COVID-19 Vaccination Requirement Guidelines for New Employees memorandum dated March 31, 2022. Effective immediately, the Hawaii State Department of Education (Department) will no longer require newly hired employees to be vaccinated for COVID-19 unless assigned to work in a congregate setting. The positions designated as working in a congregate setting are House Parents at the Hawaii School for the Deaf and Blind and School Dormitory Attendants for the Lahainaluna High School boarding program.

Only newly hired employees assigned to work in a congregate setting will need to provide documentation that they are fully vaccinated or have an approved medical or religious exemption from the Department prior to establishing a start date.

All employees are encouraged to get a COVID-19 vaccination and are permitted to take up to two (2) hours of release time to get the shot during work hours when authorized.

Should you have any other questions, please contact your respective Personnel Regional Officer.

KTH:sb

c: Office of Talent Management - Personnel Regional Officers
Office of Talent Management - Director, Civil Rights Compliance Branch
Office of Talent Management - Director, Personnel Management Branch
Office of Talent Management - Administrator, Recruitment and Employment Section