



**STATE OF HAWAII**  
**DEPARTMENT OF EDUCATION**

P.O. BOX 2360  
HONOLULU, HAWAII 96804

OFFICE OF THE SUPERINTENDENT

March 11, 2020

TO: Complex Area Superintendents, Principals, Vice Principals, Public Charter School Directors,  
Registrars, School Health Assistants

FROM: Dr. Christina M. Kishimoto  
Superintendent

SUBJECT: **COVID-19 Updated Travel Guidance**

**School and Department-related travel:**

We recognize that HIDOE sponsored student travel and professional development are important parts of our overall academic design. In light of the evolving COVID-19 situation, we need to take additional precautionary steps to ensure the health and well-being of our school communities. As such, HIDOE is canceling all school and Department-related travel to the U.S. mainland and international destinations until the end of the 2019-2020 school year, effective March 12, 2020.

Inter-island travel is not impacted and will continue as planned until we receive guidance from the Hawai'i State Department of Health (DOH) that advises travelers otherwise.

HIDOE sports-related travel for all public schools will follow the same guidance as stated above.

We understand the financial hardship this will potentially cause for our families, and we encourage schools and complex areas to discuss the possibility of rescheduling or reimbursement with their travel partners (i.e. travel agents, airlines and accommodations), to the extent possible.

**Personal travel:**

With spring break starting next week (March 16-20), we ask our staff to monitor the travel warnings and guidance issued by the Centers for Disease Control and Prevention (CDC).

Everyone should consider postponing personal travel to high-risk (Level 3) countries, as designated by the CDC. Under current CDC guidelines, travelers returning from China, Iran, Italy and/or South Korea should remain at home, and not report to work for 14 days after leaving these countries and practice social distancing.

Employees who need to miss work due to illness and/or DOH self-quarantine directive for **personal travel to level 3 destinations per CDC guidance** will need to use their accrued sick leave or leave without pay. If any employee is advised by the DOH or health care provider to self-quarantine, documentation of this directive must be provided to his/her supervisor.

CMK:lc