




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

OFFICE OF CURRICULUM, INSTRUCTION AND STUDENT SUPPORT

**ACTION**

May 2, 2013

TO: Complex Area Superintendents, District Educational Specialists, Charter School Administrative Office Executive Director, Conversion Public Charter School Principals, Principals (All), School Administrative Services Assistants, and School Health Aides

FROM:   
Patricia Ann Park, Assistant Superintendent

SUBJECT: **Annual Back-to-School School Health Aide (SHA) Meetings for School Year 2013-2014**

The Department of Health Public Health Nursing Section will be conducting the Annual Back-to-School Meeting for all SHAs.

Title: Annual Back-to-School School Health Aide (SHA) Meetings for School Year 2013-2014

Details: Critical updated information on topics such as the suspension of Tuberculosis (TB) clearance; diabetes care; Request to Store and Administer Emergency Rescue Medications or Daily, Routine, Scheduled Medications (SH36); review of medication management protocols; and Epi-pen administration review will be presented.

Date: Thursday, August 1, 2013  
Locations and times of the meeting throughout the state are attached.

Other Details: Long-term substitute and 89-day hire SHAs are encouraged to attend this meeting and are requested to bring their School Health Aide Manual to the meeting.

We sincerely appreciate your cooperation in releasing your SHA to attend this very important meeting. Should you have any questions, please contact Ms. Lyndia K. Uchimura, Educational Specialist, Comprehensive Student Support Service Section, at (808) 203-5515 or via Lotus Notes.

PAP:LKU:ar

Attachment

c: Superintendent  
Assistant Superintendents  
Superintendent's Office Directors  
Charter School Administrative Office

**Back- to-School SHA Meetings**  
**Thursday, August 1, 2013**

COMPLEX/DISTRICT	TIME	PLACE
<b>KAUAI</b>		
All complexes	8:30 a.m. – 11:30 a.m.	HGEA Conference Room 3213 Akahi St. Lihue, Kauai
<b>MAUI/MOLOKAI/LANAI (Connecting via DOE VCC to all three islands)</b>		
Maui	8:00 a.m. – 11:00 a.m.	Puunene School East Camp 5 Road Puunene, Maui
Molokai Including Kualapuu PCS	8:00 a.m. – 11:00 a.m.	State Building DAGS-Conference Room 65 Makaena St. Kaunakakai, Molokai
Lanai	8:00 a.m. – 11:00 a.m.	Lanai High and Elementary School
<b>HAWAII</b>		
<u>East Hawaii</u>  Hilo-Waiakea Complex Kau-Keaau-Pahoa Complex Honokaa Complexes	9:00 a.m. - 12:00 p.m.	Hilo State Office Building Conference Rooms A, B, & C 75 Aupuni St., Suite 106 Hilo
<u>West Hawaii</u>  Kealakehe-Kohala-Konawaena Complex Including Waimea Middle PCS	9:00 a.m. - 12:00 p.m.	Kealakehe Intermediate School Administrative Conference Room 74-5062 Onipaa St. Kailua-Kona
<b>OAHU</b>		
<u>East Honolulu</u>  Kaimuki Complex Kaiser Complex Kalani Complex Roosevelt Complex (Noelani Elem., Manoa Elem., Anuenue Elem.) Including Waialae PCS	8:30 a.m. - 11:30 a.m.	Kilauea District Park Recreation Center 4109 Kilauea Avenue Honolulu
<u>West Honolulu</u>  Farrington Complex McKinley Complex Roosevelt Complex (Kawananakoa Middle, Lincoln Elem., Maemae Elem., Nuuanu Elem., Pauoa Elem., Roosevelt High, Stevenson Middle)	8:30 a.m. - 11:30 a.m.	To be determined and announced at a later date via Lotus Notes.

<b>COMPLEX/DISTRICT</b>	<b>TIME</b>	<b>PLACE</b>
<u>Central Oahu</u> Aiea-Moanalua-Radford Complex Leilehua-Mililani-Waialua Complex Pearl City Complex	8:00 a.m. - 11:00 a.m.	Department of Health State Laboratories Division 2725 Waimano Home Road Pearl City
<u>Leeward Oahu</u> Campbell Complex Kapolei Complex Waipahu Complex	8:30 a.m. - 11:30 a.m.	Waipahu Civic Center 94-275 Mokuola Street Room 201-C Waipahu
<u>Leeward Oahu</u> Kapolei Complex (Mauka Lani Elem., Makakilo Elem., including Kamaile PCS) Nanakuli Complex Waianae Complex	8:30 a.m. - 11:30 a.m.	Kamehameha Schools Learning Center 89-101 Farrington Highway Room 102 Waianae
<u>Windward</u> Castle Complex Kailua Complex (including Lanikai PCS) Kalaheo Complex Kahuku Complex	9:00 a.m. – 12:00 p.m.	Windward Health Center Main Conference Room 45-691 Keaahala Road Kaneohe