



**STATE OF HAWAII**  
DEPARTMENT OF EDUCATION  
**KOKO HEAD ELEMENTARY SCHOOL**  
189 Lunalilo Home Road  
Honolulu, Hawaii 96825  
Ph. (808) 397-5811, Fax (808) 397-5816

August 2018

Dear Faculty, Staff, and Parents/Guardians:

In 1986, congress passed the Asbestos Hazard Emergency Response Act (AHERA) mandated the Asbestos-Containing Materials in Schools Rule, 40 CFR Part 763, which requires all primary and secondary school buildings to be inspected by AHERA accredited inspectors and to identify all asbestos containing building materials. The rule further requires the development of a management plan by an AHERA accredited management planner that is based on the findings of the inspection. The management plan outlines our intent in controlling the potential for exposure to asbestos fibers in our school.

In February 2001, Hawaii Administrative Rules Chapter 11-502 was adopted by the Hawaii State Legislature. These rules essentially mirror the requirements of the AHERA regulations. In both cases, the rule requires our school to notify parents, teachers, and employees of the presence and status of asbestos containing material in our school buildings.

The initial inspection of our school was conducted a number of years ago and identifies some asbestos containing materials. Since that time, we continue to conduct periodic surveillances and re-inspections to ensure that the asbestos-containing materials remain in good condition and do not pose a hazard to our students and staff.

An asbestos management plan was drafted based on our initial inspection and submitted to the Hawaii State Department of Health. It outlines in details the methods we will use to maintain the material in a safe manner. The management plan is updated regularly as asbestos is removed or conditions change.

A copy of the management plan is on file in the administrative office and is available for your review during our regular school hours.

Should you have any questions, please call the school at 397-5811.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey Shitaoka".

Jeffrey Shitaoka  
Principal