

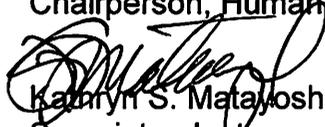


STATE OF HAWAII  
DEPARTMENT OF EDUCATION  
P.O. BOX 2360  
HONOLULU, HAWAII 96804

OFFICE OF THE SUPERINTENDENT

November 17, 2015

TO: The Honorable Brian De Lima  
Chairperson, Human Resources Committee

FROM:   
Kathryn S. Matayoshi  
Superintendent

SUBJECT: **Update on Procedures for Department of Education Investigations of Employee Leave (Department Directed Leave (“DDL”) and Leave Pending Investigation (“LPI”)) and Update on Pending Cases of Department of Education Employees on DDL or LPI**

1. DESCRIPTION

The Department’s Office of Human Resources (OHR) provides centralized support for the investigation of employees who have been accused of misconduct. Among its functions, the Investigations Section monitors and maintains records of the Department’s employees who have been placed on Department Directed Leave (“DDL”) and Leave Pending Investigation (“LPI”).

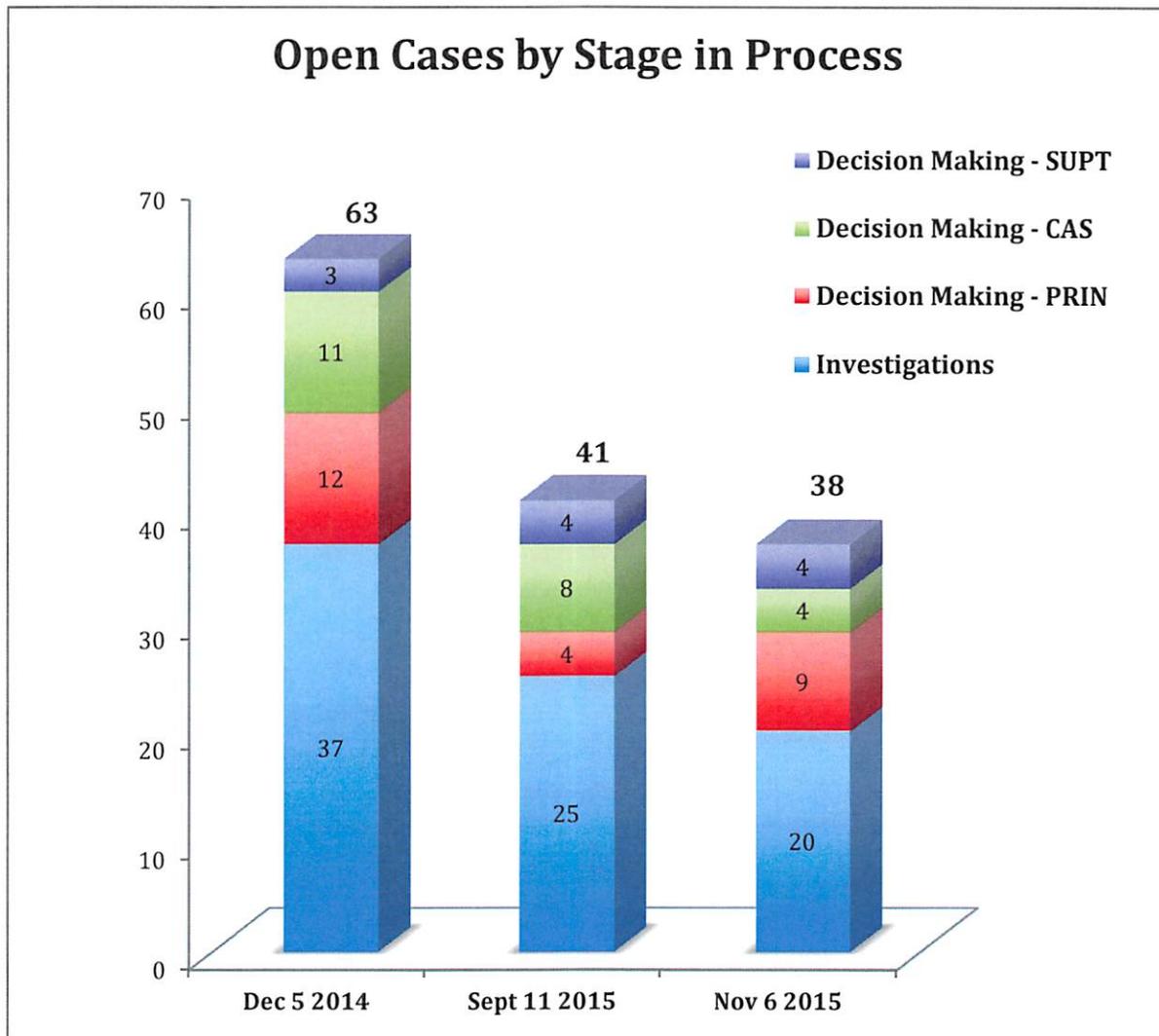
2. UPDATE

OHR will provide an update to its December 16, 2014, August 18, 2015 and September 15, 2015 Human Resources Committee presentations regarding the procedures for employee investigations. The presentation will include updated data about employees on DDL and LPI.

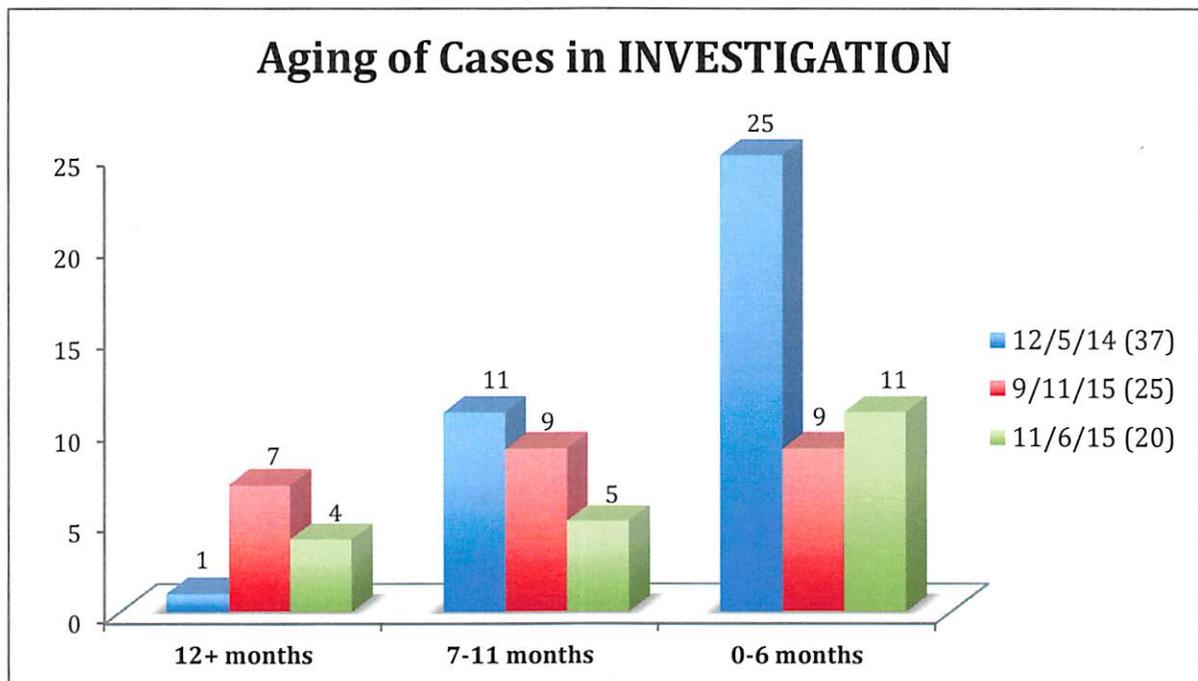
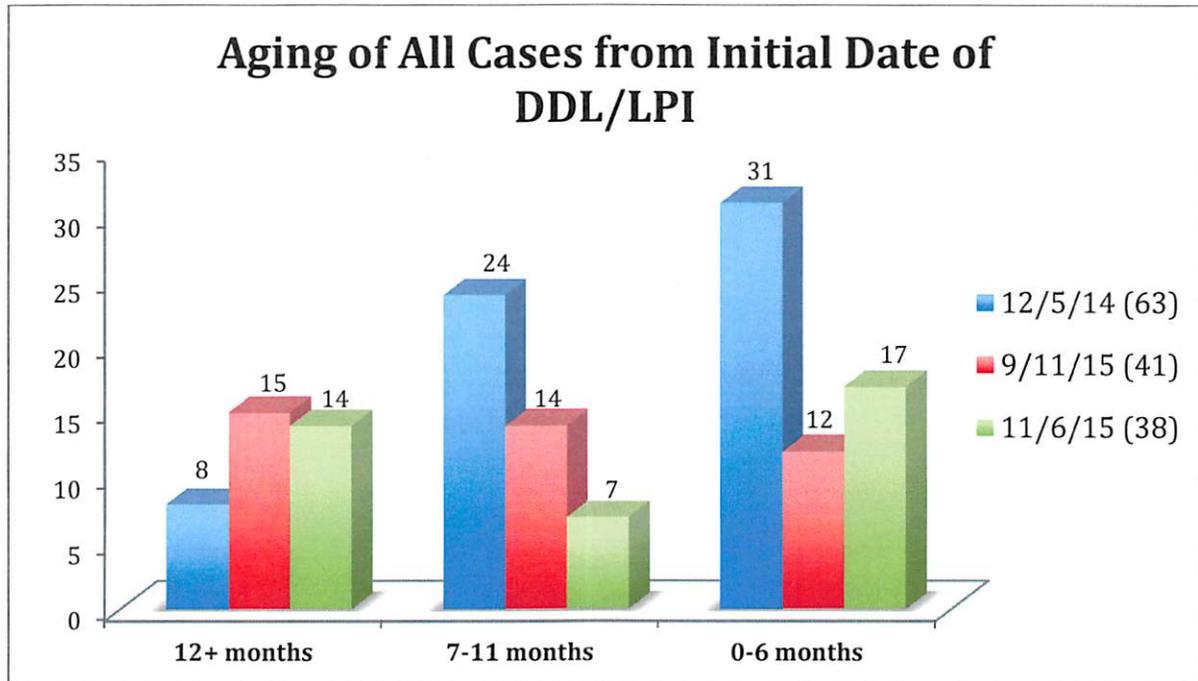
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c: Office of Human Resources

Update on procedures for Department of Education investigations of employee leave (Department Directed Leave (“DDL”) and Leave Pending Investigation (“LPI”)) and update on pending cases of Department of Education employees on DDL or LPI



continued



**11.09.15 DDL LPI Updates**

|    | <b>COMPLEX</b> | <b>Investigator Category</b> | <b>POSITION TITLE</b> | <b>Months Range</b> | <b>Nature of Allegations</b>                              | <b>Status as of 11/9/15</b>      |
|----|----------------|------------------------------|-----------------------|---------------------|---|----------------------------------|
| 1  | High           | District                     | Teacher               | 12+                 | Inappropriate conduct toward students                     | Decision Making - Superintendent |
| 2  | High           | District                     | Teacher               | 12+                 | Hostile work environment                                  | Decision Making - Superintendent |
| 3  | High           | CRCO                         | Teacher               | 12+                 | Inappropriate conduct toward students                     | Decision Making - Superintendent |
| 4  | High           | District                     | School Custodian      | 12+                 | Workplace violence  | Decision Making - CAS            |
| 5  | Elementary     | CRCO                         | Teacher               | 12+                 | Sexual harassment, inappropriate conduct toward students  | Investigation ongoing            |
| 6  | High           | OHR                          | Teacher               | 12+                 | Inappropriate conduct toward students                     | Decision Making - Deputy         |
| 7  | K-12           | District                     | SASA                  | 12+                 | Misuse of school funds, hostile work environment          | Decision Making - CAS            |
| 8  | Inter/Middle   | CRCO                         | Cafeteria Helper      | 12+                 | Sexual harassment   | Investigation ongoing            |
| 9  | High           | CRCO                         | Teacher               | 12+                 | Inappropriate conduct (racial harassment) toward students | Investigation ongoing            |
| 10 | High           | CRCO                         | School Custodian      | 12+                 | Inappropriate sexual relations with student               | Investigation ongoing            |
| 11 | High           | CRCO                         | Teacher               | 12+                 | Inappropriate conduct toward students (physical & verbal) | Decision Making - Principal      |
| 12 | High           | District                     | Teacher               | 12+                 | Inappropriate conduct toward students                     | Decision Making - Superintendent |
| 13 | Elementary     | CRCO                         | Teacher               | 12+                 | Inappropriate conduct toward students                     | Decision Making - Principal      |
| 14 | Elementary     | School                       | Teacher               | 12+                 | Inappropriate conduct toward students                     | Decision Making - Superintendent |
| 15 | High           | CRCO                         | Teacher               | 7-11                | Inappropriate conduct toward students                     | Decision Making - Principal      |
| 16 | High           | CRCO                         | Teacher               | 7-11                | Inappropriate conduct toward students                     | Investigation ongoing            |
| 17 | Elementary     | CRCO                         | Teacher               | 7-11                | Inappropriate conduct toward students                     | Investigation ongoing            |
| 18 | Inter/Middle   | CRCO                         | Teacher               | 7-11                | Inappropriate conduct toward students (physical & verbal) | Investigation ongoing            |
| 19 | Maui           | CRCO                         | Teacher               | 7-11                | Inappropriate sexual relations with student               | Investigation ongoing            |
| 20 | K-12           | OHR                          | Educational Assistant | 7-11                | Inappropriate conduct toward students                     | Investigation ongoing            |
| 21 | Inter/Middle   | District                     | Teacher               | 7-11                | Inappropriate conduct toward students                     | Decision Making - Principal      |
| 22 | High           | CRCO                         | School Custodian      | 0-6                 | Sexual harassment   | Investigation ongoing            |
| 23 | Elementary     | OHR                          | Teacher               | 0-6                 | Hostile work environment                                  | Decision Making - Principal      |
| 24 | Elementary     | CRCO                         | Head Custodian        | 0-6                 | Sexual harassment   | Investigation ongoing            |
| 25 | High           | School                       | Office Assistant      | 0-6                 | Workplace violence  | Decision Making - Principal      |

**11.09.15 DDL.LPI Updates**

|    |                 |             |                       |     |  |                                 |
|----|-----------------|-------------|-----------------------|-----|--|---------------------------------|
| 26 | Elementary      | District    | Teacher               | 0-6 | Inappropriate conduct toward students (physical) | Decision Making - Principal     |
| 27 | Elementary      | School      | Teacher               | 0-6 | Inappropriate conduct toward students            | Investigation ongoing           |
| 28 | High            | Suitability | Teacher               | 0-6 | Suitability Analysis                             | Decision Making - CAS           |
| 29 | District Office | District    | Teacher               | 0-6 | Workplace violence                               | Decision Making - Principal/Mgr |
| 30 | Inter/Middle    | District    | Teacher               | 0-6 | Inappropriate conduct toward students (physical) | Decision Making - Principal/Mgr |
| 31 | High            | District    | Cafeteria Helper      | 0-6 | Workplace violence                               | Investigation ongoing           |
| 32 | Inter/Middle    | School      | Teacher               | 0-6 | Inappropriate conduct toward students (physical) | Investigation ongoing           |
| 33 | High            | EBC         | School Custodian      | 0-6 | Suitability Analysis                             | Investigation ongoing           |
| 34 | High            | CRCO        | School Custodian      | 0-6 | Inappropriate conduct toward students            | Investigation ongoing           |
| 35 | Elementary      | School      | School Custodian      | 0-6 | Hostile work environment                         | Investigation ongoing           |
| 36 | High            | CRCO        | Educational Assistant | 0-6 | Inappropriate conduct toward students            | Investigation ongoing           |
| 37 | Inter/Middle    | District    | Office Assistant      | 0-6 | Fiscal improprieties                             | Investigation ongoing           |
| 38 | Elementary      | District    | Cook                  | 0-6 | Creating hostile work environment                | Investigation ongoing           |