



STATE OF HAWAII
DEPARTMENT OF EDUCATION

P.O. BOX 2360
HONOLULU, HAWAII 96804

OFFICE OF THE SUPERINTENDENT

April 14, 2020

TO: Senate Special Committee on COVID-19
The Honorable Donovan M. Dela Cruz
The Honorable Donna Mercado Kim
The Honorable Jarrett Keohokalole
The Honorable Sharon Moriwaki
The Honorable Michelle N. Kidani
The Honorable Kurt Fevella

FROM: Dr. Christina M. Kishimoto
Superintendent

A blue ink signature of Dr. Christina M. Kishimoto, Superintendent.

SUBJECT: **April 13, 2020 Request for Information**

This memo is in response to your request for information regarding the status of salaried employees within the Department of Education that categorizes them as Essential, Non-Essential Telecommuting, or Non-Essential Non-Telecommuting.

The requested form is attached which catalogs the Department's approximately 23,000 salaried employees (certificated, classified and support services).

In addition to salaried workers, the Department has part-time casual workers and substitute teachers. The Department has seen a dramatic reduction of part-time casual jobs and the need for substitute teachers as a result of the COVID-19 pandemic. This reduction has also had substantial (approximately \$5 million) payroll cost savings for the Department for the March 16-31, 2020 pay period compared to the March 1-15, 2020 pay period.

The Department will continue to closely monitor the appropriate staffing of its salaried and part-time casual employees and is committed to working closely with the Legislature during this COVID-19 pandemic.

CMK:sb
Attachment

c: Senate President Ronald Kouchi
Director Ryker Wada

Department	Program	Job Title/Classification	Essential	Non-Essential Telecommuting	Non-Essential Non- Telecommuting	Notes:
DOE	School	Athletic Hlth Care Trainer			72	
DOE	State	Athletic Hlth Care Trnr Coord			1	
DOE	School	Bus Driver			3	
DOE	School	School Dormitory Attendant			8	
DOE	School	Gen Prof		6		
DOE	School	Library Assistant		48		
DOE	District	Professional Trainee		1		
DOE	State	Storekeeper		1		
DOE	State/District/School	Account Clerk	144			
DOE	State	Accountant	16			
DOE	State	Accounting Director	1			
DOE	State	Acctg Operation Spec	4			
DOE	State	Adm Asst To The Supt	1			
DOE	State/District/School	Administrative Services Asst	33			
DOE	State	Advisory Svcs Spec	1			
DOE	State	Architect	8			
DOE	State	Asst Supt	7			
DOE	State/School	Audio Visual Technician	2			
DOE	State	Automated Systems Equip Supvr	1			
DOE	State	Automated Systs Equip Tech	6			
DOE	State	Automotive Mechanic	3			
DOE	State	Automotive Technician	4			
DOE	State	Automotive Technician Supervis	1			
DOE	State	Auxiliary Svcs Director	1			
DOE	State	Auxiliary Svcs Spec	2			
DOE	District	Behavioral Hlth Spclt	295			
DOE	District	Behavioral Specialist	21			
DOE	State/District	Behavioral Technician	12			
DOE	District	Bilingual/Bicultural S/H Asst	13			
DOE	State	Bldg Constr & Mtnce Supvr	5			
DOE	State	Budget Director	1			
DOE	State	Budget Specialist	10			
DOE	State	Building Const Inspector	5			
DOE	State	Building Maintenance Helper	9			
DOE	State	Building Maintenance Supvr	2			
DOE	State	Building Maintenance Worker	34			
DOE	State	Building Mtnce District Supvr	5			
DOE	State	Bus/Ed Partner Spec	1			
DOE	District	Business Mgmt Officer	14			
DOE	State	Cabinet Maker	3			
DOE	School	Cafeteria Helper	446			
DOE	State	Carpenter	16			
DOE	State	Child Nutrition Programs Admin	1			
DOE	State	CIP Planner	1			
DOE	State	Civ Rights Compl Director	1			
DOE	State	Civ Rights Compl Spec	3			
DOE	State	Claims Pre Audit Supervisor	2			
DOE	State	Clerical Supervisor	1			
DOE	District	Clerk Stenographer	2			
DOE	District	Clinical Psychologist	43			
DOE	State	Comm Spec II	6			
DOE	State	Commodity Distribution Asst	1			
DOE	District	Communication Aide	51			
DOE	State/School	Community Relations Prgm Asst	2			
DOE	District	Complex Academic Officer	19			
DOE	District	Complex Area Pers Spec	7			
DOE	State	Complex Area Supt	15			
DOE	District	Complx Sch Renew Spec	24			
DOE	State	Compositor	2			
DOE	State	Computer Programmer	2			
DOE	State	Construction & Mtnce Supvr	1			
DOE	State	Data Proc Spec	5			

DOE	State	Data Procsg Systs Anal	57			
DOE	State	Departmental Contracts Spclt	2			
DOE	State	Deputy Complex Area Supt	3			
DOE	State	Deputy Superintendent	1			
DOE	District	District Educ Spec	54			
DOE	District	District PCNC Assistant	2			
DOE	State	DOE Athletics Adm Officer	1			
DOE	State	DOE Auditor Spec	4			
DOE	State	DOE Comm Director	1			
DOE	State	DOE Decision Supp Spec	6			
DOE	State/District/School	DP User Support Tech	157			
DOE	State	Drafting Technician	2			
DOE	State/District/School	Educ Asst	2594			
DOE	State	Educational Director	4			
DOE	State	Educational Interpreter	4			
DOE	State	Educational Spec	70			
DOE	State	Electrician	12			
DOE	State	Energy Conservation Coord	1			
DOE	State	Engineer	14			
DOE	State	Equity Spec	16			
DOE	State	Evaluation Spec	8			
DOE	State	Executive Assistant	6			
DOE	State	Facilities Planner	2			
DOE	School	Farm Manager	2			
DOE	State	Fiscal Specialist	3			
DOE	School	Food Services Driver	47			
DOE	State	Gen Prof	5			
DOE	State	General Educational Officer	2			
DOE	State	General Laborer	4			
DOE	State	General Mtnce and Svcs Supt	1			
DOE	State	Govt Affairs Spec	1			
DOE	State	Hawaiian Education Director	1			
DOE	School	Head Hseparent For Deaf/Blind	1			
DOE	State	Heavy Truck Driver	3			
DOE	School	Hseparent For Deaf/Blind	9			
DOE	District	Human Svcs Prof	31			
DOE	State	Illustrator-Photographer	2			
DOE	State	Info Tech Spec	16			
DOE	State	Information Spec	3			
DOE	State	Information Technology Directo	3			
DOE	State	Instit Analyst	31			
DOE	State	Instructional Tech Offcr	1			
DOE	State	Internal Audit Director	1			
DOE	State	Inventory Clerk	1			
DOE	State	ITV Specialist	1			
DOE	State/District	Janitor	10			
DOE	State	Leadership Institute Director	1			
DOE	State	Litigation Coordinator	1			
DOE	State	Mason	5			
DOE	District	Mental Health Supervisor	3			
DOE	State	Mgmt & Pers Spec	3			
DOE	State	Monitoring & Compliance Direct	1			
DOE	State/District	Occ Therapist	20			
DOE	State/District/School	Office Assistant	1002			
DOE	State	Offset Press Operator	5			
DOE	State	Pers Regional Officer	15			
DOE	State	Personnel Director	3			
DOE	State	Personnel Program Mgr	1			
DOE	State	Personnel Specialist	24			
DOE	District	Physical Therapist	9			
DOE	State	Plan/Eval Director	2			
DOE	State	Planner	1			
DOE	State	Plumber	10			
DOE	State	Power Mower Operator	13			
DOE	State	Power Mower Operator Supvr	5			
DOE	State	Pre Audit Clerk	26			
DOE	State/District	Prgm Spclt	38			

DOE	State	Principal in Residence	3			
DOE	School	Principal/Vice-Principal	650			
DOE	State	Proc & Contracts Director	1			
DOE	State	Proc & Distrib Spec	1			
DOE	State	Procurement & Supply Spclt	2			
DOE	State	Procurement and Contracts Cler	1			
DOE	State	Procurement and Contracts Sup	9			
DOE	State/District	Professional Worker	2			
DOE	State	Prog Supp & Dev Spec	2			
DOE	State	Program Specialist	1			
DOE	State	Property Mgr	1			
DOE	District	Psychological Examiner	10			
DOE	State	Public Works Manager	1			
DOE	State	Purchasing Technician	2			
DOE	State/District	Registered Prof Nurse	2			
DOE	State	Reprographic Spec	1			
DOE	State	Research Statistician	2			
DOE	State	Risk Manager	1			
DOE	School	ROTC Instructor	53			
DOE	State	Safety/Security Director	1			
DOE	State	Safety/Security Spec	3			
DOE	School	Sch Athletic Dir	40			
DOE	District	Sch Based Occ Thrpy Asst	11			
DOE	District	Sch Based Phys Thrps Asst	4			
DOE	State	Sch Library Svcs Spec	1			
DOE	District	Sch Psych (District-Based)	3			
DOE	School	School & Swmg Pool Custodn	6			
DOE	School	School Adm Services Asst	246			
DOE	School	School Baker	171			
DOE	State/School	School Bus Transp Offcr	9			
DOE	School	School Cook	192			
DOE	School	School Custodian	1262			
DOE	State	School Food Program Administr	1			
DOE	School	School Food Services Mgr	181			
DOE	State	School Grounds Mtnce Supvr	1			
DOE	School	School Health Assistant	239			
DOE	State	School Lands & Facs Spclt	1			
DOE	State	School Lunch Services Supvr	5			
DOE	State/District/School	School Psychologist	60			
DOE	School	School Safety and Security Office	9			
DOE	School	School Security Attendant	256			
DOE	State	School Transformation Director	1			
DOE	State/District	Secretary	66			
DOE	State/District/School	Social Worker	50			
DOE	State/District/School	Speech-Language Pathologist	187			
DOE	State	Student Transportation Services	1			
DOE	State	Supt Of Education	1			
DOE	School	Swimming Pool Custodian	6			
DOE	State/District/School	Teacher/Counselor/Librarian	13337			
DOE	State	Telecomm Director	1			
DOE	State	Telecomm Network Spec	5			
DOE	State	Telecomm Spec	1			
DOE	State	Teleschool Specialist	1			
DOE	State	Television Prod Svcs Supvr	1			
DOE	State/District	Television Production Crew Chf	2			
DOE	State/District	Television Production Tech	6			
DOE	State	Test Dev & Adm Spec	1			
DOE	State	Test Dev Spec	7			
DOE	State/School	Tractor Operator	17			
DOE	State	Welder	4			
DOE	State	Work Program Specialist	6			
			TOTAL	TOTAL	TOTAL	
			22852	56	84	