



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

OFFICE OF THE SUPERINTENDENT

March 2, 2017

The Honorable Ronald D. Kouchi, President
and Members of the Senate
State Capitol, Room 409
Honolulu, Hawaii 96813

The Honorable Joseph M. Souki, Speaker
and Members of the House of
Representatives
State Capitol, Room 431
Honolulu, Hawaii 96813

Dear President Kouchi, Speaker Souki, and Members of the Legislature:

For your information and consideration, the Department of Education's report pursuant to Hawaii Revised Statutes 487N-4 is contained here.

1. On January 28, 2017, sometime overnight, a teacher's backpack was stolen from her car. The contents included her Niu Valley Middle School's classroom grade book among other personal effects. The Honolulu Police Department was notified of the theft and a police report was made.
2. Niu Valley Middle School's Head of School was notified on January 30, 2017 by the teacher. The teacher notified her classroom students that the grade book that included the students' names, summative assessments and formative assessments with the grades of their student work was in the backpack that was stolen, along with some students' work. The teacher's personal laptop was also stolen but no student information was stored on the computer.
3. The Department of Education's Data Governance and Analysis Office (formerly known as the Data Governance Office) and the Complex Area Superintendent of the school were notified on February 18, 2017.
4. A copy of the notice of security breach was sent to the families affected is provided in this report. Identifying information has been redacted from this copy. There were 154 letters mailed to parents or legal guardians of the students who may be affected by this breach.
5. The written notice of security breach was delayed until February 24, 2017 due to the need for clarification that the unauthorized release of student personally identifiable information (student names and graded students' work) needed to be treated as a security breach.

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6. To prevent this type of incident from recurring, Niu Valley Middle School Administration reminded faculty and staff to closely guard student personally identifiable information and to protect student confidentiality.
7. Niu Valley Head of School provided the phone number of the office in the event the parents or legal guardians of the affected students have questions in the letter.

In accordance with Section 93-16, Hawaii Revised Statutes, I am also informing you that the report may be viewed electronically at:
<http://www.hawaiipublicschools.org/VisionForSuccess/SchoolDataAndReports/StateReports/Pages/Legislative-reports.aspx>

Very truly yours,



Kathryn S. Matayoshi
Superintendent

KSM:lio

Enclosure

c: Legislative Reference Bureau
Office of Strategy, Innovation and Performance

DAVID Y. IGE
GOVERNOR



KATHRYN S. MATAYOSHI
SUPERINTENDENT

STATE OF HAWAII
DEPARTMENT OF EDUCATION
Niu Valley Middle School
An International Baccalaureate MYP World School
310 HALEMAUMAU STREET
HONOLULU, HAWAII 96821-2099
U.S.A.
Ph: (808) 377-2440, Fax: (808) 377-2444
www.niuvalleymiddle.org

February 24, 2017

[Recipient Name]
[Recipient Address]

Dear [Recipient first and last name],

We are contacting you to inform you of a recent incident in which your child(ren)'s education record may have been compromised. For this reason we are informing you of this incident and urge you to remain alert to any suspicious activity regarding your child(ren)'s education record by reviewing account statements and monitoring free credit reports.

On January 28, 2017, sometime overnight, someone stole a backpack out of [REDACTED] car. The backpack contained her personal items as well as some student work and her grade book. The grade book had the names of students in her classes as well as some of their scores and grades. [REDACTED] contacted the police and filed a police report regarding the theft.

In compliance with Hawaii Revised Statutes HRS chapter 487N and the Family Educational Rights and Privacy Act (FERPA), the DOE has/is taking the following actions to protect personal information from further unauthorized access:

- [REDACTED] has spoken to all of her classes about the loss and breach
- [REDACTED] will take steps to ensure no other losses will occur
- [REDACTED] was provided awareness training on guidelines to protect confidentiality

We urge all potentially affected individuals to take protective measures against identity theft and suggest that you visit the U.S. Department of Education's Office of Inspector General website, which describes steps students may take if they suspect they are a victim of identity theft, at:
<http://www.ed.gov/about/offices/list/oig/misused/idtheft.html>; and
<http://www.ed.gov/about/offices/list/oig/misused/victim.html>

For more information and assistance regarding the incident please contact Niu Valley Middle School at 377-2440.

Sincerely,


Sean S. Tajima, Principal



AN AFFIRMATIVE ACTION AND EQUAL OPPORTUNITY EMPLOYER