



KOBAYASHI SUGITA & GODA, LLP
Attorneys at Law

Bert T. Kobayashi, Jr.*
Alan M. Goda*

John R. Aube*
Charles W. Gall*
Neal T. Gota
Clifford K. Higa*
Robert K. Ichikawa*
Christopher T. Kobayashi*
Jan M. L. Y. Kutsunai*
David M. Louie*
Nicholas R. Monlux
Jonathan S. Moore
Bruce A. Nakamura*

Kenneth M. Nakasone*
Gregory M. Sato*
Jesse W. Schiel*
Craig K. Shikuma*
Lex R. Smith*
Joseph A. Stewart*
Anthony F. Suetsugu
David B. Tongg*
Maria Y. Wang

Jesse D. Franklin-Murdock
Charles D. Hunter
Chelsea C. Maja
Aaron R. Mun
Gabriele V. Provenza
Nicholas P. Smith
Brian D. Tongg
Caycie K. C. Wong

*A Law Corporation

Of Counsel:
Kenneth Y. Sugita*
Wendell H. Fuji*
Jonathan A. Kobayashi
Burt T. Lau*
John F. Lezak*
Larry L. Myers*

March 6, 2019

**Via Facsimile (808) 586-9099 and
Certified Mail, Return Receipt Requested**

Mr. Scott Murakami
Director of Labor & Industrial Relations
State Department of Labor and Industrial Relations
830 Punchbowl Street, Room 321
Honolulu, Hawaii 96813

Re: WARN and DWA Notice

Dear Director Murakami:

Pursuant to the Hawaii Dislocated Workers Act, Hawaii Revised Statutes, Chapter 394B (“DWA”) and to the extent applicable pursuant to the Worker Adjustment and Retraining Notification Act (“WARN”), we wish to notify you that Saint Francis School, a Hawaii non-profit corporation, located at 2707 Pamoia Road, Honolulu, Hawaii 96822 (the “SFS”) will close the school (the “School”) at the end of the current school year.

We are issuing this notice now to give you and SFS’s employees as much advance notification as possible.

We wish to inform you of the following details, as required by Hawaii Administrative Rules section 12-506-7 and/or 20 CFR 639.7:

- 1. Name and address of the Employer:

**Saint Francis School
2707 Pamoia Road
Honolulu, Hawaii 96822**

- 2. Name of Company Official to contact for
More information:

**Dr. Casey M. Asato
808-988-4111**

2019 MAR -6 PM 3:30
DEPT. OF LABOR AND
INDUSTRIAL RELATIONS
DIRECTOR'S OFFICE

Director Scott Murakami
March 6, 2019
Page 2

3. Name and Address of Employment Sites where layoffs will occur:

**Saint Francis School
2707 Pamao Road
Honolulu, Hawaii 96822**

4. The planned closing will be **permanent**.

5. The **entire School** will be closed.

6. The School will close on **June 3, 2019** but SFS employee contracts will be honored with some contracts not terminating until **July 31, 2019** which will be the Closing.

7. Expected Date of First Separation: **July 31, 2019**

8. Number of employees covered: **67**

9. Job Titles Of Positions Affected and
See list of Affected Employees
number of affected employees in
each job classification ("**Affected
Employees**"): **Exhibit "A"**

10. Number of employees to be laid off: **67**

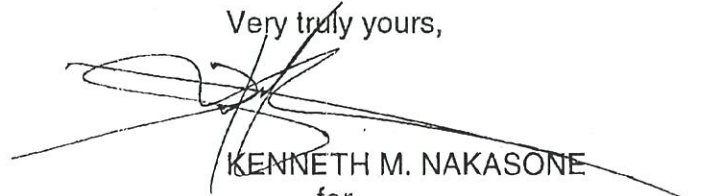
11. Bumping Rights **None**

12. Unions representing Affected Employees: **None**

13. Person providing information as of date of this letter: **Dr. Casey M. Asato**

Should you have any questions, please contact the undersigned or the contact person listed above.

Very truly yours,



KENNETH M. NAKASONE
for
KOBAYASHI, SUGITA & GODA

Enclosure – Exhibit "A"

EXHIBIT "A"

Administrative Staff	5
Assistant Principals	2
Athletic Trainers	2
Business Office Staff	2
Cafeteria Staff	3
Dean of Students	1
Head of School	1
High School Counselors	2
Janitors	2
Middle School Counselor	1
Preschool Staff	2
Preschool Director	1
Registrar	1
School Nurse	1
Secretaries	3
Security	1
Substitute Teacher	1
Teachers	35
<u>Teacher Aid</u>	<u>1</u>
Total	67



KOBAYASHI SUGITA & GODA, LLP
Attorneys at Law

March 6, 2019

Fax Transmittal

Fax number: 586-9099

To: *Director Scott Murakami
Dept. of Labor and Industrial Relations*

From: *Lorna Bosse, Legal Assistant to Kenneth M. Nakasone, Esq.*

Re: *Saint Francis School*

Total number of pages: 4 (including fax transmittal page)

Confirming copy will be mailed Confirming copy will not be mailed

MESSAGE:

Director Murakami,

Please find attached a letter dated March 6, 2019 from Kenneth Nakasone, along with Exhibit A, regarding Saint Francis School. The original letter will be sent via U.S. Mail, certified / return receipt.

If you have any questions, please do not hesitate to contact us at (808) 535-5844.

If you do not receive all the pages indicated, please call us back as soon as possible at (808) 535-5700.

CONFIDENTIALITY NOTICE: This facsimile message is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged, confidential or immune from litigation discovery. If the reader of this message is not the intended recipient, or employee or agent responsible for delivering this message to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this message in error, please notify us immediately by collect telephone and return the original message to us at the address printed below via the U.S. Postal Service at our expense. Thank you.