

## **ADMINISTRATIVE INVESTIGATION REPORT**

**A. Subject of Investigation: Roger Robinson**, School Security Officer, Board of Education

### **B. Exhibits**

1. Notice of Administrative Leave (2/24/21)
2. Job Description School Security Officer
3. Memo 2/5/21 to Roger Robinson
4. Text Message to Chief Reddish, 2/10/21
5. Activity Log/Reports
6. Surveillance Records

### **C. Background**

On February 24, 2021, Security Officer Robinson was placed on administrative leave with pay for allegations associated with insubordination and job abandonment. (Exhibit 1) The notice of administrative leave with pay states in pertinent part "[t]hroughout the duration of this administrative leave...you are directed to refrain from physically visiting New Haven Public School property until such time as you are scheduled to return to work or otherwise notified. While on administrative leave with pay, you are also directed to refrain from conducting City business, including but not limited to communication with the public or with co-workers in your official capacity unless so authorized by Chief Thaddeus Reddish. While on administrative leave with pay, you are expected to be available during your normally scheduled work hours should the City need to contact you."

### **D. Findings**

On February 5, 2021, Chief Reddish issued Officer Roger Robinson a memo (Exhibit 3) stating in pertinent part the following:

It has come to my attention that you indicated that you were not going to report to Jepson as directed on February 4, 2021 for a temporary period. It is reported you refused this directive. Please understand that this is [a] direct order to report to Jepson effective February 5, 2021. Failure to comply with this direct order will be considered insubordination. A substantiated violation of insubordination may result in disciplinary action up to and including dismissal.

In response to this memo, a text message, Exhibit 4, was sent by Officer Robinson to Chief Reddish on February 9, 2021:

Good evening [C]hief Reddish I received your letter of insubordination I want to start by saying I am sorry for my actions on refusing a direct order my sugar level has been out of control that has caused me to be extremely angry these...days on Thursday when I arrived at jepson I was unaware of the covid condition at the school you know with high sugar levels I'm open to catch any I can't afford to bring anything around my elderly mother that I take care of everyday after work Troup is right down the street from her apartment you know I will go any where and do anything for you but my sugar level has been out of control I'm never missed going to the gym I don't know why it's happening but it is I mean on disrespect towards you what so ever I just can't afford no more health issues damn sure can't bring nothing around my momma I know you understand that it took me to have a long talk with one of our closest friend to [calm] me down to send you this text...message. once again I'm very sorry my actions last Thursday afternoon and it won't happen again thank you for this time to reflect my actions towards this job thanks so much for all you do for us and...really appreciate it.

On Wednesday, February 24, 2021 at approximately 8:15 am , Officer Raynick Torres performed the daily radio checks requesting verification from all security officers of their locations. At this time, Office Robinson on radio stated that he was located at the Hooker Elementary School locate at 180 Canner Street. A review of Officer Robinson's ID key card, Exhibit 5, demonstrates he swiped in at 7:41 am. Surveillance records, Exhibit 6, show Officer Robinson's personal vehicle parked at the rear entrance of Augusta Troup Middle School located at 259 Edgewood Avenue at 8:08 am. The activity log/record, Exhibit 5, shows that Officer Robinson used a key to open the door-an unauthorized entry-at 8:15 am.

#### **E. Violations**

On February 5, 2021, Officer Robinson was issued written notice, Exhibit 3, regarding his refusal of a direct order to report to an assignment on February 4, 2021. Officer Robinson as part of the notice, Exhibit 3, was directed to comply with the order and advised that failure to do so would be considered insubordination. Officer Robinson was further noticed as evidenced by Exhibit 3 that a substantiated violation of insubordination may result in disciplinary action up to and including dismissal.

On February 9, 2021, Exhibit 4, Officer Robinson sent at text to Chief Reddish acknowledging his responsibility for following directives and apologizing for his failure to comply with Chief Reddish's directive, assuring Chief Reddish that it would not happen again. Approximately, two weeks after sending this text, Officer Robinson on February 24, 2021 in direct contravention of this order and after acknowledging his obligation to adhere to directives was insubordinate by failing to report to the location as directed. He also engaged in deception by verifying on the radio that he was at Hooker when in fact he was at another location without authorization. On February 24, 2021, Officer Robinson failed to obtain permission to leave his post or even report that he was doing so, causing the school to be without sufficient security. His actions put the safety of himself, coworkers, students, faculty, and the public at risk.

Officer Robinson is in the position of School Security Officer, Exhibit 2, "...is a responsible security position which requires assisting the school administration in maintaining is safe, secure learning environment for all students, teachers, and educational support personnel. This work requires a close working relationship with the principal of a school and/or an administrative building leader." It is essential to his job functions that Officer Robinson is able and willing to be

trustworthy and honest. This job description (Exhibit 2) states in pertinent part the following under illustrative examples of work:

- Assists the school administrative staff and other Security Officers in the everyday security and safety matters in and about the school building; also school related or sponsored events....
- Patrol school parking areas, check restrooms, secure open doors and windows.
- Assists School Security Officers and law enforcement agencies as directed...
- Investigates complaints that involve New Haven Board of Education property, or personal property of individuals working the district.
- Patrols and supervises traffic of school corridors, restrooms, entrances, exits and passageways. Identifying intruders.
- Assists authorized visitors by directing and explaining security regulations as necessary.
- Assists as directed, during athletic, social and academic activities scheduled in the school building during and after regular school hours.
- Monitors building and grounds cameras and respond as necessary.

This position has requirements that include but not limited to the following:

- Ability to restrain students and/or adults as necessary to prevent someone from harming him/herself or others.
- Ability to work independently and with others.
- Ability to assist administration with crowd control.
- Ability to testify at a criminal court session or in public or school hearings.
- Ability to respond to a call for assistance.

Officer Robinson's conduct demonstrates an unwillingness or inability to meet the essential job functions of his position. Additionally, Officer Robinson violated the following violations of work rules/expectations as well as School Security Division's Standard Operating Procedures (October 2014):

- Conduct Unbecoming an Officer
- Insubordination
- Falsification
- 2014-001 Foreword
- 2014 Post Coverage and Attendance
- 2104-005 Failure to Use Radio to Notify Office of Leaving Post
- 2014-006 General Conduct and Procedures (Rules 1 and 2)
- 2014-019 Failure to Follow Patrol Procedures, Abandoned Post



DEPARTMENT OF LABOR RELATIONS  
CITY OF NEW HAVEN  
165 CHURCH STREET  
NEW HAVEN, CT 06510  
203-946-7151



JUSTIN ELICKER  
MAYOR

Department of Labor Relations  
Cathleen A. Simpson, Director

**VIA HAND DELIVERY AND REGULAR MAIL**

February 24, 2021

Roger Robinson  
131 North Main St.  
Apartment 3  
Branford, CT 06405

**RE: Administrative Leave With Pay**

Dear Mr. Robinson:

This letter is to inform you that, effective immediately, the New Haven Board of Education is placing you on paid administrative leave. This leave is to take place for the duration of an administrative investigation into allegations of serious misconduct including but not limited to insubordination and job abandonment. Accordingly, it is in the best interest of the City and the Board of Education to place you on administrative leave of absence with pay during the pendency of this administrative investigation.

Throughout the duration of this administrative leave, and due to the social distancing rules in place under the state of emergency, you are directed to refrain from physically visiting City or Board of Education property until such time as you are scheduled to return to work or are otherwise notified. While on administrative leave with pay, you are also directed to refrain from conducting any City business, including but not limited to communication with the public or with co-workers in your official capacity, unless so authorized by Chief Thaddeus Reddish. While on administrative leave with pay, you are expected to be available during your normally scheduled work hours should the City need to contact you.

Chief Reddish will collect all city-owned equipment in your possession, including cell phones, ID, keys, etc. These items will be returned to you at such time that you are required to return to work.

We are expecting the investigation to be concluded within approximately thirty (30) days. You and your union leadership will be notified with any new developments, including the potential scheduling of an investigative interview.

Very truly yours,

*Cathleen A. Simpson*

Cathleen A. Simpson  
Director of Labor Relations  
CAS:jc

c: Lore Lichtenberg, President Local 884  
Lisa Mack, Board of Education  
Chief Thaddeus Reddish, School Security  
Stephen Librandi, Manager of Human Resources & Benefits

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## **SCHOOL SECURITY OFFICER**

### **NATURE OF WORK**

This is a responsible security position which requires assisting the school administration in maintaining a safe, secure learning environment for all students, teachers, and educational support personnel. This work requires a close working relationship with the principal of a school and/or an administrative building leader. The Security Officer's work is performed under the supervision of the Director of Security and his/her designees. The day to day functions are performed under the direct supervision of the Director of School Security or his/her designee. Work is reviewed by the Director of School Security through conferences, prepared reports, and/or observations results in accordance with the Human Resources department provisions of the Department of Education.

### **ILLUSTRATIVE EXAMPLES OF WORK**

Assists the school administrative staff and other Security Officers in the everyday security and safety matters in and about the school building; also school related or sponsored events, (ex.) Parks adjacent to schools, New Haven green, etc.

Patrol school parking areas, check restrooms, secure open doors and windows.

Reports hazardous conditions to the principal and/or appropriate personnel.

Assists School Security Officers and law enforcement agencies as directed, (ex.) local State Police, Fire Department, Department of Child and Family Services, and Emergency Medical Services.

Investigates complaints that involve New Haven Board of Education property, or personal property of individuals working in the district.

Patrols and supervises traffic of school corridors, restrooms, entrances, exits and passageways. Identifies intruders and any other unauthorized person and regulates and/or controls their entry and passage in the public school building.

Assists authorized visitors by directing and explaining security regulations as necessary.

Assists as directed, student traffic associated with fire alarms, cafeteria use, busing and parking facility access.

Assists as directed, during athletic, social and academic activities scheduled in the school building during and after regular school hours.

Monitors building and grounds cameras and respond as necessary.

Performs related duties as directed by the Director of School Security or his/her designees.

### **REQUIREMENTS OF WORK**

Graduation from high school and 1-3 years of work experience in the security field, or supplemented with formal security or police training.

Ability to communicate effectively, both orally and in writing. (ex.) report writing, presentations, etc.

Ability to restrain students and/or adults as necessary to prevent someone from harming him/herself or others.

Ability to work independently and with others.

Ability to think and act quickly in emergency situations. (ex.) bomb scares, lock downs, fire alarms, etc.

Ability to assist administration with crowd control, (ex.) cafeteria, hallways during the changing of classes etc.

Ability to testify at a criminal court session or in public or school hearings.

Knowledge of the Connecticut State statutes, and City ordinances, particularly in the laws of arrest and search, seizures, and evidence handling.

Knowledge of policies and procedures of the New Haven Board of Education.

Ability to respond to a call for assistance.

### **SPECIAL REQUIREMENTS**

Must have ability to work a flexible schedule (outside of standard 9:00 am – 5:00 pm business hours).

One must possess and maintain throughout the course of employment a Connecticut certification as a Security Officer as required by the department of public safety.

Must have adequate reliable transportation.

9/2015 JD updated to reflect Labor actions. Revw'd and appr'd by LR & CSB 9/2015  
MOU 2012 changed job title from School Security Aide to School Security Officer  
MOU 4/30/01 converted School Security Aide from PT to FT  
B/U 884 Revised 6/03 (School Security Aide)  
K:\JOBDESCR\SCHOOL SECURITY OFFICER, Rev2015(M7325).docx

# Memorandum



NEW HAVEN PUBLIC SCHOOLS

Security Department  
54 Meadow Street  
Room #514  
New Haven, CT 06519

**To:** Mr. Roger Robinson  
**From:** Chief Thaddeus Reddish  
**Date:** February 5, 2021  
**Re:** Insubordination

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It has come to my attention that you indicated that you were not going to report to Jepson as directed on February 4, 2021 for a temporary period. It is reported you refused this directive. Please understand that this is direct order to report to Jepson effective February 5, 2021. Failure to comply with this direct order will be considered insubordination. A substantiated violation of insubordination may result in disciplinary action up to and including dismissal.

TR/rw



< Rodger  
9:53 PM, Feb 9

**(No subject)**

Good evening chief Reddish I received your letter of insubordination I want to start by saying I am sorry for my actions on refusing a direct order my sugar level has been out of control that has caused me to be extremely angry theses days on Thursday when I arrive at jepson I

was unaware of the covid condition  
at the school you know with high  
sugar levels I'm open to catch any I  
can't afford to bring anything around  
my elderly mother that I take care of  
everyday after work Troup is right  
down the street from her apartment  
you know I will go any where and do  
anything for you but my sugar level  
has been out of control I'm never  
missed going to the gym I don't  
know why it's happening but it is I  
mean no disrespect towards you  
what so ever I just can't afford no  
more health issues damn sure can't



Rodger

9:53 PM, Feb 9





**(No subject)**

my elderly mother that I take care of  
everyday after work Troup is right  
down the street from her apartment  
you know I will go any where and do  
anything for you but my sugar level  
has been out of control I'm never  
missed going to the gym I don't  
know why it's happening but it is I  
mean no disrespect towards you  
what so ever I just can't afford no  
more health issues damn sure can't  
bring nothing around my momma  
I know you understand that it took  
me to have a long talk with one of  
our closest friend to claim me down  
to send you this texts message  
once again I'm very sorry for my

once again I'm very sorry for my  
actions last Thursday afternoon  
and it won't happen again thank you  
for this time to reflect my actions  
towards this job thanks so much  
for all you do for us and am really  
appreciate it

---



Troup - 259 Edgewood Ave

### Activity Log

10:33:03

Filter:

Category:

10:32:44 Monitoring Started  
10:22:49 Portal restored at Troup School Front Door  
10:22:28 Portal forced open at Troup School Front Door  
10:13:39 Portal restored at Troup School Front Door  
10:13:32 Portal held open at Troup School Front Door  
10:13:24 Access granted for MARY JANE HOUSE at Troup School Front Door  
09:42:59 Access not completed by EUGENE FOREMAN () at Troup School Edgewood Ave Entrance  
08:15:55 Portal restored at Troup School Front Door  
08:15:50 Portal forced open at Troup School Front Door  
08:03:24 Portal restored at Troup School Front Door  
08:03:17 Portal held open at Troup School Front Door  
08:03:09 Access granted for SONNY BAGLEY at Troup School Front Door  
07:58:59 Portal restored at Troup School Front Door  
07:58:52 Portal held open at Troup School Front Door  
07:58:44 Access granted for SONNY BAGLEY at Troup School Front Door  
07:45:00 Portal restored at Troup School Front Door  
07:44:53 Portal held open at Troup School Front Door  
07:44:45 Access granted for NANCY SANTIAGO at Troup School Front Door  
07:12:16 Portal restored at Troup School Front Door  
07:12:09 Portal held open at Troup School Front Door  
07:12:01 Access granted for PAUL FERRETTI at Troup School Front Door  
07:02:09 Portal restored at Troup School Front Door  
07:02:02 Portal held open at Troup School Front Door  
07:01:54 Access granted for ROBIN JONES at Troup School Front Door  
06:37:38 Portal restored at Troup School Front Door  
06:37:31 Portal held open at Troup School Front Door  
06:37:23 Access granted for FREDERICK JENKINS at Troup School Front Door  
06:32:17 Portal restored at Troup School Front Door  
06:32:11 Portal held open at Troup School Front Door  
06:32:02 Access granted for FREDERICK JENKINS at Troup School Front Door  
06:32:02 Access granted for FREDERICK JENKINS at Troup School Front Door  
06:31:35 Portal restored at Troup School Front Door  
06:31:29 Portal forced open at Troup School Front Door  
06:31:27 Access not completed by FREDERICK JENKINS () at Troup School Front Door

Location: 259 Edgewood Ave

Company: Troup

Location: Truman

Company: Truman

Export

Client Files

5



# Activity Log

10:17:05

Filter:

Category: All

10:16:52 Monitoring Started

09:17:09 Access granted for TONY JACKSON at Hooker Elementary School Front Door

09:16:32 Access granted for TONY JACKSON at Hooker Elementary Side Door

09:14:07 Access granted for MARC MARTIN at Hooker Elementary School Front Door

07:44:08 Access granted for ROGER ROBINSON at Hooker Elementary School Front Door

07:41:45 Access granted for ROGER ROBINSON at Hooker Elementary Side Door

07:41:41 Access granted for ROGER ROBINSON at Hooker Elementary Side Door

07:41:37 Access granted for ROGER ROBINSON at Hooker Elementary Side Door

07:41:33 Access granted for ROGER ROBINSON at Hooker Elementary Side Door

07:24:45 Access granted for SYBRINA KAY at Hooker Elementary Side Door

06:17:41 Alarm panel disarmed Hooker K-2 Alarm

06:17:02 Access granted for ANDREW PORTO at Hooker Elementary Side Door

06:16:50 Access granted for ANDREW PORTO at Hooker Elementary Side Door

06:16:48 Access granted for ANDREW PORTO at Hooker Elementary Side Door

06:16:42 Access granted for ANDREW PORTO at Hooker Elementary Side Door

06:16:40 Access granted for ANDREW PORTO at Hooker Elementary Side Door

06:16:36 Access granted for ANDREW PORTO at Hooker Elementary Side Door

06:16:34 Access granted for ANDREW PORTO at Hooker Elementary Side Door

06:16:29 Access granted for ANDREW PORTO at Hooker Elementary Side Door

00:16:03 System backup successful

00:16:02 System backup in progress: Creation of system backup file succeeded

00:15:31 System backup started

02/23/2021 20:29:50 Alarm panel armed

02/23/2021 14:57:55 Access granted for LAURA NEVARD at Hooker Elementary School Front Door

02/23/2021 14:54:42 Access granted for GINA DAUGHENBAUGH at Hooker Elementary School Front Door

02/23/2021 14:05:15 Access granted for ALYSOUN KEGEL at Hooker Elementary School Front Door

02/23/2021 14:00:37 Access granted for MARGARET GETHINGS at Hooker Elementary School Front Door

02/23/2021 13:58:03 Access granted for JENNY CLARINO at Hooker Elementary School Front Door

02/23/2021 13:35:42 Access granted for SYBRINA KAY at Hooker Elementary Side Door

02/23/2021 13:12:59 Access granted for ANDREW PORTO at Hooker Elementary Side Door

02/23/2021 12:49:39 Access granted for ANDREW PORTO at Hooker Elementary Side Door

02/23/2021 12:49:32 Access granted for ANDREW PORTO at Hooker Elementary Side Door

02/23/2021 12:49:27 Access granted for ANDREW PORTO at Hooker Elementary Side Door

02/23/2021 12:49:23 Access granted for ANDREW PORTO at Hooker Elementary Side Door

Controller: Hooker Middle School  
Location: Hooker Middle School  
Company: Hooker Middle School

Controller: Jepson  
Location: Jepson  
Company: Jepson

Controller: King Robin  
Location: 150 Fourni  
Company: King Robin

Wilson Libra

Type here to search

# Activity for ROGER ROBINSON

Records: 28

Thu, 25 Feb 2021 08:24:21 -0500

Date/Time	Description	Last Name	First Name	Location	Company ID	Partition
02/24/2021 11:23:14	Access granted	ROBINSON	ROGER	NH Meadow St 5th Floor Main Door	12_5382	MEADOW ST
02/24/2021 11:23:14	Access granted	ROBINSON	ROGER	NH Meadow St 5th Floor Main Door	12_5382	MEADOW ST
02/24/2021 07:44:08	Access granted	ROBINSON	ROGER	Hooker Elementary School Front Door	12_5382	Master
02/24/2021 07:41:45	Access granted	ROBINSON	ROGER	Hooker Elementary Side Door	12_5382	Master
02/24/2021 07:41:41	Access granted	ROBINSON	ROGER	Hooker Elementary Side Door	12_5382	Master
02/24/2021 07:41:37	Access granted	ROBINSON	ROGER	Hooker Elementary Side Door	12_5382	Master
02/24/2021 07:41:33	Access granted	ROBINSON	ROGER	Hooker Elementary Side Door	12_5382	Master
02/23/2021 11:39:27	Access granted	ROBINSON	ROGER	Hooker Elementary School Front Door	12_5382	Master
02/23/2021 08:50:35	Access granted	ROBINSON	ROGER	Hooker Elementary School Front Door	12_5382	Master
02/17/2021 07:34:10	Access granted	ROBINSON	ROGER	Hooker Elementary School Front Door	12_5382	Master
02/16/2021 04:18:51	Access granted	ROBINSON	ROGER	Hooker Elementary School Front Door	12_5382	Master
02/12/2021 12:28:29	Access granted	ROBINSON	ROGER	Stairwell 2 Door	12_5382	Montessori
02/12/2021 09:16:22	Access granted	ROBINSON	ROGER	Hooker Elementary School Front Door	12_5382	Master
02/12/2021 07:02:51	Access granted	ROBINSON	ROGER	Hooker Elementary School Front Door	12_5382	Master
02/12/2021 02:22:38	Access granted	ROBINSON	ROGER	Hooker Elementary School Front Door	12_5382	Master
02/11/2021 13:10:25	Access granted	ROBINSON	ROGER	Stairwell 2 Door	12_5382	Montessori
02/11/2021 12:22:15	Access granted	ROBINSON	ROGER	Hooker Elementary School Front Door	12_5382	Master
02/11/2021 12:18:36	Access granted	ROBINSON	ROGER	Hooker Elementary School Front Door	12_5382	Master
02/11/2021 08:18:04	Access granted	ROBINSON	ROGER	Hooker Elementary School Front Door	12_5382	Master
02/10/2021 08:38:26	Access granted	ROBINSON	ROGER	Hooker Elementary School Front Door	12_5382	Master
02/05/2021 07:13:34	Access granted	ROBINSON	ROGER	Hooker Elementary School Front Door	12_5382	Master
02/04/2021 14:05:51	Access granted	ROBINSON	ROGER	Troup School Front Door	12_5382	Troup
				Jepson School Front Door	12_5382	Master



Date/Time	Description	Last Name	First Name	Location	Company ID	Partition
02/04/2021 13:54:31	Access granted	ROBINSON	ROGER	Jepson School Front Door	12_5382	Master
02/04/2021 08:18:57	Access granted	ROBINSON	ROGER	Jepson School Front Door	12_5382	Master
02/04/2021 07:38:37	Access granted	ROBINSON	ROGER	Troup School Front Door	12_5382	Troup
02/03/2021 12:39:51	Access granted	ROBINSON	ROGER	Troup School Front Door	12_5382	Troup
02/03/2021 09:16:38	Access granted	ROBINSON	ROGER	Troup School Front Door	12_5382	Troup
02/03/2021 09:00:21	Access granted	ROBINSON	ROGER	Troup School Front Door	12_5382	Troup

3007 Network Camera (172.27.166.108) - Camera 1 - 2/24/2021 9:16:56.779 AM



9:15 AM

9:16 AM

2/24/2021

9:16:56.811 AM 9:18 AM

9:19 AM

Network Camera (172.2

TRP Outside Lower level Entrance (150)- Camera 1





Camera (172.27.166.108) - Camera 1 - 2/17/2021 7:54:52.510 AM



7:00 AM

7:30 AM

2/17/2021

7:54:52.510 AM

8:30 AM

9:00 AM

108) - Camera 1 - 2/17/2021 7:54:52.510 AM



RP Outside Lower level Entrance (150)- Camera 1 - 2/17/2021 7:51:18.779 AM



4:00 AM

5:00 AM

6:00 AM

7:00 AM

2/17/2021

7:51:18.779 AM 9:00 AM

RP Outside Lower level Entrance (150)- Camera 1

1 camera in view