

Office of Superintendent of Schools  
Board Meeting of April 17, 2002

March 25, 2002

Office of the Chief of Staff  
Paul R. Philip, Chief of Staff

**SUBJECT: SUSPENSION OF EMPLOYEE - 30 CALENDAR DAYS  
LILLIAN SANTANA - SCHOOL BUS AIDE  
SOUTHWEST TRANSPORTATION CENTER**

On March 25, 2002, the Superintendent of Schools sent the following letter to Ms. Lillian Santana:

I am exercising my responsibility as Superintendent of Schools and recommending to The School Board of Miami-Dade County, Florida, at its scheduled meeting of April 17, 2002, that the School Board suspend you without pay from your current position as School Bus Aide at Southwest Transportation Center, for 30 calendar days, effective at the close of the workday, April 17, 2002, for just cause, including, but not limited to: non-performance and deficient performance of job responsibilities; violation of School Board Rules 6Gx13-3E-1.10, Transportation-Specific Procedures; and 6Gx13-4A-1.21, Responsibilities and Duties. This action is taken in accordance with Sections 230.03(2), 230.23(5)(f), 447.209, Florida Statutes, and Articles II, Section 3, and XI of the **Contract between the Miami-Dade County Public Schools and the American Federation of State, County, and Municipal Employees.**

If you wish to contest your suspension, you must request in writing within 20 calendar days of notice of the Board action, a hearing or grievance/arbitration process as stipulated in the Contract, Articles VII and XI.

**RECOMMENDED:** That effective April 17, 2002, at the close of the workday, the School Board suspend Ms. Lillian Santana, School Bus Aide at Southwest Transportation Center, for 30 calendar days without pay, pending the outcome of a hearing or grievance/arbitration process, if requested.

PRP:vmb

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