

December 19, 2003

Paul R. Philip, Chief of Staff

**SUBJECT: DISMISSAL OF EMPLOYEE
JAMES ALVAREZ - PARAPROFESSIONAL
MIAMI CAROL CITY SENIOR HIGH SCHOOL**

On December 19, 2003, the Superintendent of Schools sent the following letter to Mr. James Alvarez:

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 January 14, 2004, that the School Board suspend you and initiate dismissal proceedings against you from your current position as Paraprofessional, at Miami Carol City Senior High School, effective at the close of the workday, January 14, 2004, for just cause, including, but not limited to: misconduct in office; and violation of School Board Rules 6Gx13- 4-1.08, Violence in the Workplace, 6Gx13- 4A-1.21, Responsibilities and Duties, and 6Gx13- 5D-1.07, Corporal Punishment-Prohibited. This action is taken in accordance with Sections 1001.32(2), 1012.22(1)(f), 1012.40, and 447.209, Florida Statutes, and the **Contract between the Miami-Dade County Public Schools and the United Teachers of Dade (UTD)**.

If you wish to contest your suspension and dismissal, you must request a hearing in writing within 20 calendar days of the receipt of notice of the Board action, in which case, formal charges will be filed and a hearing will be held before an administrative law judge.

RECOMMENDED: That effective January 14, 2004, at the close of the workday, the School Board suspend and initiate dismissal proceedings against Mr. James Alvarez, Paraprofessional, at Miami Carol City Senior High School, pending the outcome of a hearing, if requested.

PRP:vmb