

Office of Superintendent of Schools
Board Meeting of January 19, 2005

January 5, 2005

Office of Human Resources
Paul M. Cholak, Chief Personnel Officer

**SUBJECT: DEMOTION OF EMPLOYEE
TRATHELLE P. KNIGHT – OPERATIONS HELPER
CENTRAL EAST TRANSPORTATION CENTER**

On January 5, 2005, the Superintendent of Schools sent the following letter to Ms. Trathelle P. Knight:

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 19, 2005, that the School Board demote you from your current position as Operations Helper, at Central East Transportation Center, to Bus Aide, effective at the close of the workday, January 19, 2005, for just cause, including, but not limited to: conduct unbecoming a School Board employee; gross insubordination; deficient performance of job responsibilities; and violation of School Board Rule 6Gx13- 4A-1.21, Responsibilities and Duties. This action is taken in accordance with Sections 1001.32(2), 1012.22(1)(f), and 447.209, Florida Statutes; and Articles II 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 demotion, 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 January 19, 2005, at the close of the workday, the School Board demote Ms. Trathelle P. Knight, Operations Helper, at Central East Transportation Center, to Bus Aide, pending the outcome of a hearing, if requested.

PMC:mtr

D-26