

Office of Superintendent of Schools
Board Meeting of March 15, 2006

March 1, 2006

Office of Professional Standards
Maria Teresa Rojas, Assistant Superintendent

**SUBJECT: DEMOTION OF EMPLOYEE
JAIRO GARZON – DIRECTOR
HOSPITALITY SERVICES**

On March 1, 2006, the following letter was sent to Mr. Jairo Garzon:

This is to notify you that the Superintendent of Schools will be recommending to The School Board of Miami-Dade County, Florida, at its scheduled meeting of March 15, 2006, that the School Board demote you from your current position as Director, at Hospitality Services, to Coordinator III, at Food and Nutrition, effective at the close of the workday, March 15, 2006, for just cause, including, but not limited to: violation of School Board Rules 6Gx13- 4A-1.21, Responsibilities and Duties, and 6Gx13- 4C-1.07, Travel Expenses. This action is taken in accordance with Sections 1001.32(2), 1012.22(1)(f), and 447.209, Florida Statutes.

If you wish to contest your demotion, you must request a hearing in writing within 20 working 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 impartial hearing officer.

If the School Board accepts (or approves) the Superintendent's recommendation, you will be notified of the School Board's action.

RECOMMENDED: That effective March 15, 2006, at the close of the workday, the School Board demote Mr. Jairo Garzon as Director, at Hospitality Services, to Coordinator III, at Food and Nutrition, pending the outcome of a hearing, if requested.

MTR

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