

Office of Professional Standards
Maria Teresa Rojas, Assistant Superintendent

**SUBJECT: SUSPENSION WITHOUT PAY AND INITIATE DISMISSAL
PROCEEDINGS OF EMPLOYEE
JAMES E. MOORE - CUSTODIAN
PALM SPRINGS MIDDLE SCHOOL**

On December 20, 2006, the following letter was sent to Mr. James E. Moore:

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 January 17, 2007, that the School Board suspend you without pay and initiate dismissal proceedings against you from your current position as Custodian at Palm Springs Middle School, effective at the close of the workday, January 17, 2007, for just cause, including, but not limited to: excessive absenteeism; and violation of School Board Rules 6Gx13- 4A-1.21, Responsibilities and Duties; 6Gx13- 4A-1.213, Code of Ethics; and 6Gx13- 4E-1.01, Absences and Leave. This action is taken in accordance with Sections 1001.32(2), 1012.22(1)(f), 1012.40, 1012.67, 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 suspension and dismissal, 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.

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

RECOMMENDED: That effective January 17, 2007, at the close of the workday, the School Board suspend without pay and initiate dismissal proceedings against Mr. James E. Moore, Custodian at Palm Springs Middle School, pending the outcome of a hearing, if requested.

MTR