

Office of Professional Standards
Maria Teresa Rojas, Assistant Superintendent

**SUBJECT: RECOMMENDED SUSPENSION WITHOUT PAY OF EMPLOYEE
FOR 20 WORKDAYS PENDING APPEAL
HAYDEE G. MACHIN – PARAPROFESSIONAL III
G. HOLMES BRADDOCK SENIOR HIGH SCHOOL**

**LINK TO DISTRICT
STRATEGIC PLAN: IMPROVE EFFECTIVENES OF INSTRUCTION
AND EFFICIENCY OF OPERATIONS**

On November 7, 2007, the following letter was sent to Ms. Haydee G. Machin:

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 November 20, 2007, that the School Board suspend you without pay from your current position as Paraprofessional III, at G. Holmes Braddock Senior High School, for 20 workdays, effective at the close of the workday, November 20, 2007, for just cause, including, but not limited to: violation of School Board Rules 6Gx13- 4A-1.21, Responsibilities and Duties; 6Gx13- 4A-1.213, Code of Ethics; and 6Gx13- 5D-1.07, Corporal Punishment-Prohibited. 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 suspension, 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.

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

RECOMMENDED: That effective November 20, 2007, at the close of the workday, the School Board suspend Ms. Haydee G. Machin, Paraprofessional III at G. Holmes Braddock Senior High School, for 20 workdays without pay, pending the outcome of a hearing, if requested.

MTR