

Office of Professional Standards  
Maria Teresa Rojas, Assistant Superintendent

**SUBJECT: RECOMMENDED SUSPENSION WITHOUT PAY OF EMPLOYEE  
FOR 30 CALENDAR DAYS PENDING APPEAL  
TADRA R. RICHARDSON – SCHOOL BUS DRIVER  
SOUTHWEST TRANSPORTATION CENTER**

**LINK TO STRATEGIC  
FRAMEWORK: SCHOOL/DISTRICT LEADERSHIP**

On May 3, 2010, the following letter was sent to Ms. Tadra R. Richardson:

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 May 12, 2010, that the School Board suspend you without pay from your current position as School Bus Driver at Southwest Transportation Center, for 30 calendar days, effective at the close of the workday, May 12, 2010, for just cause, including, but not limited to: violation of School Board Rules 6Gx13- 3E-1.10, Transportation--Specific Procedures, specifically, Safe Driver Plan; and 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 (AFSCME)**.

If you wish to contest your suspension, you must request in writing within 20 calendar days of notice of the Board action, a hearing or grievance/arbitration proceeding. The grievance/arbitration proceeding is regulated by Articles VII and XI of the AFSCME Contract. Your selection of one appeal method waives the right to select the other appeal method in the future. If you select arbitration, you must also notify AFSCME of your selection and obtain AFSCME's written concurrence.

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

**RECOMMENDED:** That effective May 12, 2010, at the close of the workday, the School Board suspend Ms. Tadra R. Richardson, School Bus Driver at Southwest Transportation Center, for 30 calendar days without pay, pending the outcome of a hearing or grievance/arbitration process, if requested.

MTR

THE UNIVERSITY OF CHICAGO  
DEPARTMENT OF CHEMISTRY  
LABORATORY OF ORGANIC CHEMISTRY

CHICAGO, ILLINOIS

TO THE HONORABLE SENATE OF THE UNIVERSITY OF CHICAGO  
I have the honor to acknowledge the receipt of your letter of the 15th inst. in relation to the proposed appointment of Dr. [Name] to the position of [Title]. It is my pleasure to inform you that the Department of Chemistry has approved the appointment of Dr. [Name] to the position of [Title] for the year 19[Year].

Very respectfully,  
[Signature]

WILLIAM B. BAKER, Chairman  
Department of Chemistry

10/15/50