

Paul R. Philip, Chief of Staff

**SUBJECT: DISMISSAL OF EMPLOYEE
MATTHEW A. CARSWELL - CUSTODIAN
HIALEAH-MIAMI LAKES SENIOR HIGH SCHOOL**

On May 2, 2002, the Superintendent of Schools sent the following letter to Mr. Matthew A. Carswell:

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 May 15, 2002, that the School Board suspend you and initiate dismissal proceedings against you from your current position as Custodian, at Hialeah-Miami Lakes Senior High School, effective at the close of the workday, May 15, 2002, for just cause, including, but not limited to: non-performance of job responsibilities; excessive absenteeism; abandonment of position; and conviction of a crime involving moral turpitude. This action is taken in accordance with Sections 230.03(2), 230.23(5)(f), 231.3605, 231.44 and 447.209, Florida Statutes; and Article XI, Sections 4A, 4B, and C 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.

RECOMMENDED: That effective May 15, 2002, at the close of the workday, the School Board suspend and initiate dismissal proceedings against Mr. Matthew A. Carswell, Custodian, at Hialeah-Miami Lakes Senior High School, pending the outcome of a hearing, if requested.

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