

August 27, 2003

Paul R. Philip, Chief of Staff

**SUBJECT: DISMISSAL OF EMPLOYEE
ANDREW W. MCNAMEE - HEAD CUSTODIAN
VIRGINIA A. BOONE/HIGHLAND OAKS ELEMENTARY SCHOOL**

On August 27, 2003, the Superintendent of Schools sent the following letter to Mr. Andrew W. McNamee:

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 September 10, 2003, that the School Board suspend you and initiate dismissal proceedings against you from your current position as Head Custodian, at Virginia A. Boone/Highland Oaks Elementary School, effective at the close of the workday, September 10, 2003, for just cause, including, but not limited to: deficient performance of job responsibilities; and violation of School Board Rules 6Gx13- 4-1.08, Violence in the Workplace; and 6Gx13- 4A-1.21, Responsibilities and Duties. This action is taken in accordance with Sections 1001.32(2), 1012.22(1)(f), 1012.40 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.

RECOMMENDED: That effective September 10, 2003, at the close of the workday, the School Board suspend and initiate dismissal proceedings against Mr. Andrew W. McNamee, Head Custodian, at Virginia A. Boone/Highland Oaks Elementary School, pending the outcome of a hearing, if requested.

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