

Paul R. Philip, Chief of Staff

**SUBJECT: DISMISSAL OF EMPLOYEE
KEVIN E. GRACE - PARAPROFESSIONAL
AMERICAN SENIOR HIGH SCHOOL**

On October 8, 2003, the Superintendent of Schools sent the following letter to Mr. Kevin E. Grace:

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 October 22, 2003, that the School Board suspend you and initiate dismissal proceedings against you from your current position as Paraprofessional, at American Senior High School, effective at the close of the workday, October 22, 2003, for just cause, including, but not limited to: immorality; misconduct in office; conviction of a crime involving moral turpitude, upon such conviction; excessive absenteeism; deficient performance of job responsibilities; and violation of School Board Rules 6Gx13- 4-1.09, Employee-Student Relationships; 6Gx13- 4A-1.21, Responsibilities and Duties; and 6Gx13- 4E-1.01, Absences and Leaves. 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 the **Contract between the Miami-Dade County Public Schools and the United Teachers of Dade (UTD)**.

If you wish to contest your suspension and dismissal, 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.

RECOMMENDED: That effective October 22, 2003, at the close of the workday, the School Board suspend and initiate dismissal proceedings against Mr. Kevin E. Grace, Paraprofessional, at American Senior High School, pending the outcome of a hearing, if requested.

PRP:vmb