

Office of Professional Standards
Maria Teresa Rojas, Assistant Superintendent

**SUBJECT: RECOMMENDED REASSIGNMENT TO ANOTHER LOCATION AND
SUSPENSION WITHOUT PAY OF EMPLOYEE FOR 30 CALENDAR
DAYS PENDING APPEAL
JOSEPH RUSS - HEAD CUSTODIAN
SOUTHWOOD MIDDLE SCHOOL**

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

On May 25, 2007, the following letter was sent to Mr. Joseph Russ:

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 June 13, 2007, that the School Board reassign you to another location and suspend you without pay from your current position as Head Custodian, at Southwood Middle School, for 30 calendar days, effective at the close of the workday, June 13, 2007, for just cause, including, but not limited to: misconduct in office; and violation of School Board Rules 6Gx13- 4A-1.21, Responsibilities and Duties, and 6Gx13- 4A-1.32, Discrimination/Harassment: Complaint Procedures for Employees. This action is taken in accordance with Sections 1001.32(2), 1012.22(1)(f), and 447.209, Florida Statutes; and Articles II and XII 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, 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 June 13, 2007, at the close of the workday, the School Board reassign Mr. Joseph Russ, Head Custodian at Southwood Middle School, to another location, and suspend him without pay for 30 calendar days, pending the outcome of a hearing, if requested.

MTR