

Office of Professional Standards
Maria Teresa Rojas, Assistant Superintendent

**SUBJECT: RECOMMENDED SUSPENSION WITHOUT PAY AND INITIATE
DISMISSAL PROCEEDINGS OF EMPLOYEE PENDING APPEAL
ANDREA K. HOUSTON – SECURITY MONITOR
SUNSET SENIOR HIGH SCHOOL**

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

On September 30, 2009, the following letter was sent to Ms. Andrea K. Houston:

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 October 14, 2009, that the School Board suspend you without pay and initiate dismissal proceedings against you from your current position as Security Monitor at Sunset Senior High School, effective at the close of the workday, October 14, 2009, for just cause, including, but not limited to: gross insubordination; and violation of School Board Rules 6Gx13- 4A-1.21, Responsibilities and Duties, 6Gx13- 4A-1.213, Code of Ethics, 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 and 447.209, Florida Statutes.

If you wish to contest your suspension and dismissal, you must request a hearing in writing within 15 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.

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

RECOMMENDED: That effective October 14, 2009, at the close of the workday, the School Board suspend without pay and initiate dismissal proceedings against Ms. Andrea K. Houston, Security Monitor at Sunset Senior High School, pending the outcome of a hearing, if requested.

MTR