

Office of Professional Standards  
Maria Teresa Rojas, Assistant Superintendent

**SUBJECT: RECOMMENDED SUSPENSION WITHOUT PAY AND INITIATE  
DISMISSAL PROCEEDINGS OF EMPLOYEE PENDING APPEAL  
ALEXANDRIA C. GIBSON – SCHOOL SECRETARY  
NORLAND ELEMENTARY SCHOOL**

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

On November 3, 2009, the following letter was sent to Ms. Alexandria C. Gibson:

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 November 17, 2009, that the School Board suspend you without pay and initiate dismissal proceedings against you from your current position as School Secretary at Norland Elementary School, effective at the close of the workday, November 17, 2009, for just cause, including, but not limited to: violation of School Board Rules 6Gx13- 4A-1.21, Responsibilities and Duties; 6Gx13- 4A-1.213, Code of Ethics; 6Gx13- 4C-1.064, Policy for Utilization of the E-Mail System; and 6Gx13- 4C-1.71, Non-School Employment-Non-Instructional Employees. 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 November 17, 2009, at the close of the workday, the School Board suspend without pay and initiate dismissal proceedings against Ms. Alexandria C. Gibson, School Secretary at Norland Elementary School, pending the outcome of a hearing, if requested.

MTR