

Freddie Woodson, Deputy Superintendent
District/School Operations

**SUBJECT: RECOMMENDED SUSPENSION WITHOUT PAY OF EMPLOYEE
FOR 30 CALENDAR DAYS PENDING APPEAL
CARRIE L. TIMMONS – BUS AIDE
SOUTHWEST TRANSPORTATION CENTER**

**LINK TO STRATEGIC
FRAMEWORK: SCHOOL/DISTRICT LEADERSHIP**

On April 27, 2011, the following letter was sent to Ms. Carrie L. Timmons:

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 May 11, 2011, that the School Board suspend you without pay from your current position as Bus Aide at Southwest Transportation Center, for 30 calendar days, effective at the close of the workday, May 11, 2011, for just cause, including, but not limited to: violation of School Board Rules 6Gx13- 3E-1.10, Transportation--Specific Procedures, specifically, failure to perform a Post-Trip Inspection; and 6Gx13- 4A-1.21, Responsibilities and Duties. This action is taken in accordance with Sections 1001.32(2), 1012.22(1)(f), 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 (AFSCME)**.

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 May 11, 2011, at the close of the workday, The School Board suspend Ms. Carrie L. Timmons, Bus Aide at Southwest Transportation Center, for 30 calendar days without pay, pending the outcome of a hearing or grievance/arbitration process, if requested.

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