

Office of Superintendent of Schools
Board Meeting of June 15, 2011

June 10, 2011

Freddie Woodson, Deputy Superintendent
District/School Operations

**SUBJECT: RECOMMENDED SUSPENSION WITHOUT PAY AND INITIATE
 DISMISSAL PROCEEDINGS OF EMPLOYEE PENDING APPEAL
 JANICE HILL – SECRETARY II
 LINDSEY HOPKINS TECHNICAL EDUCATION CENTER**

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

On June 10, 2011, the following letter was sent to Ms. Janice Hill:

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 15, 2011, that the School Board suspend you without pay and initiate dismissal proceedings against you from your current position as Secretary II at Lindsey Hopkins Technical Education Center, effective at the close of the workday, June 15, 2011, for just cause, including, but not limited to: gross insubordination; and violation of School Board Rule 6Gx13- 4A-1.21, Responsibilities and Duties. 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 June 15, 2011, at the close of the workday, The School Board suspend without pay and initiate dismissal proceedings against Ms. Janice Hill, Secretary II, at Lindsey Hopkins Technical Education Center pending the outcome of a hearing, if requested.

FW

**Replacement
D-63**