



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

600 Southeast Third Avenue • Fort Lauderdale, Florida 33301 • Office: 754-321-2600 • Fax: 754-321-2701

ROBERT W. RUNCIE
Superintendent of Schools

**The School Board of
Broward County, Florida**

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February 14, 2020

Mr. Damian J. Francis
5733 Tuscany Way
Tamarac, Fl. 33321

Re: Robert W. Runcie v. Damian J. Francis

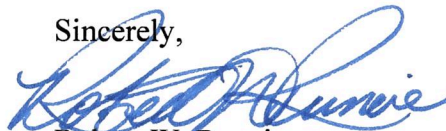
Dear Mr. Francis:

Pursuant to Florida Statute 1012.33, you are hereby notified that I, Robert W. Runcie, Superintendent, will make a recommendation to The School Board of Broward County, Florida for your 3-day suspension. This recommendation is predicated upon the charges outlined in the attached Administrative Complaint.

These charges will be presented to the School Board on **Tuesday, March 03, 2020, at 10:05 A.M.**, at Kathleen C. Wright Administration Building, 600 Southeast Third Avenue, Fort Lauderdale, Florida. Pursuant to Florida Statute Chapter 120, you may request a formal hearing, provided that you request said hearing, in writing, to the Superintendent as set forth in the Notice section of the Administrative Complaint.

This is your notice pursuant to Florida Statute 1012.31 that the material contained in your investigative file is a public record and it will become available for inspection by the public ten days from receipt of this letter. Any request made by the public for the documentation referred to above will be provided in accordance with the laws of the State of Florida and Federal law.

Sincerely,



Robert W. Runcie

NOTICE

If you wish to contest the charges, you must, **within 15 calendar days after receipt of the written notice**, submit a written request for a hearing to Robert W. Runcie, Superintendent, Broward County School District, 600 S.E. 3rd Ave., Ft. Lauderdale, FL, 33301. If timely requested, such hearing shall be conducted by an administrative law judge assigned by the Division of Administrative Hearings of the Department of Management Services. The hearing shall be conducted within 60 days after receipt of the written appeal in accordance with chapter 120, Florida Statutes.

FAILURE TO TIMELY REQUEST A HEARING WILL RESULT IN A WAIVER OF THE RIGHT TO CONTEST THE CHARGES.

IF YOU WANT TO HIRE AN ATTORNEY, YOU HAVE THE RIGHT TO BE REPRESENTED BY AN ATTORNEY IN THIS MATTER.

RWR/DGG: jrs
Attachment

c: Jeffrey S. Moquin, Chief of Staff
Alan Strauss, Chief Human Resources & Equity Officer
Valerie Wanza, Ph.D., Chief School Performance and Accountability Officer
Barbara Myrick, General Counsel
Susan Rockelman, Director, Talent Acquisition & Operations (Instructional)
Susan Cooper, Director, Employee and Labor Relations
Denise Lawrence, Principal, Endeavour Primary Learning Center
Craig Kowalski, Chief, Broward District Schools Special Investigative Unit
Samantha Gordon, Manager, Human Resource Support Services