

**THE BROWARD COUNTY SCHOOL BOARD, FLORIDA**

ROBERT W. RUNCIE,  
Superintendent of Schools,

Petitioner,

v.

DAMIAN J. FRANCIS,

Respondent.

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**ADMINISTRATIVE COMPLAINT**

Petitioner, Robert W. Runcie, Superintendent of Schools of Broward County, Florida ("Petitioner"), through his undersigned counsel, files this Administrative Complaint against Respondent, DAMIAN J. FRANCIS ("FRANCIS"). The Petitioner seeks a 3-day suspension of FRANCIS' employment with the Broward County School Board ("BCSB"), pursuant to Chapter 120 and Sections 1001.51, 1012.27(5), 1012.33, 1012.55, and 1012.585, Florida Statutes and Rules 6A-5.056 and 6A-10.081 of the Florida Administrative Code. The Petitioner alleges the following:

**I. JURISDICTIONAL BASIS**

1. The agency is the School Board of Broward County, Florida, located at 600 Southeast Third Avenue, Fort Lauderdale, Broward County, Florida 33301.
2. The Petitioner is the Superintendent of Schools of Broward County, Florida.

3. The Petitioner is statutorily obligated to recommend the placement of school personnel and to require compliance and observance with all laws, rules, and regulations. Petitioner is authorized to report and enforce any violation thereof, together with recommending the appropriate disciplinary action against any instructional personnel employed by the Broward County School Board, inclusive of FRANCIS.
4. FRANCIS is an employee of the Broward County School Board and is currently employed as a teacher pursuant to a Professional Services Contract issued in accordance with Section 1012.33, Florida Statutes (2019).
5. The last known address of the Respondent, FRANCIS, is 5733 Tuscany Way, Tamarac, Florida 33321.

## **II. MATERIAL ALLEGATIONS**

6. This recommendation is based upon conduct that occurred during the 2019-2020 school year and is also based on progressive discipline intended to address a pattern of excessive absenteeism and failure to have lesson plans in the classroom.
7. FRANCIS is a Second Grade Teacher, who at all times material, was employed at Endeavour Primary Learning Center

("ENDEAVOUR").

8. FRANCIS was hired by the Broward County School Board on August 2, 2005, as a Second Grade Teacher.

**2009-2010**

9. During the 2009-2010 school year, FRANCIS exhausted all his personal and sick leave. In addition, he took nine (9) full days of unpaid leave. The dates for the days of unpaid leave of absence are reflected in **Exhibit "A"**.

**2010-2011**

10. During the 2010-2011 school year, FRANCIS exhausted all his personal and sick leave, and he took an additional three (3) full days of unpaid leave, as well as, three (3) partial days of unpaid leave. The dates for the days of unpaid leave of absence are reflected in **Exhibit "B"**.

**2011-2012**

11. During the 2011-2012 school year, FRANCIS exhausted all his personal and sick leave, and he took an additional nineteen (19) full days of unpaid leave, as well as, one (1) partial day of unpaid leave. The dates for the days of unpaid leave of absence are reflected in **Exhibit "C"**.

**2013-2014**

12. During the 2013-2014 school year, FRANCIS exhausted all his personal and sick leave, and he took an additional three

(3) full days of unpaid leave, as well as, two (2) partial days of unpaid leave. The dates for the days of unpaid leave of absence are reflected in **Exhibit "D"**.

**2015-2016**

13. During the 2015-2016 school year, FRANCIS exhausted all his personal and sick leave, and he took an additional three (3) full days of unpaid leave, as well as, one (1) partial day of unpaid leave. The dates for the days of unpaid leave of absence are reflected in **Exhibit "E"**.

**2016-2017**

14. During the 2016-2017 school year, FRANCIS exhausted all his personal and sick leave, and he took an additional seventeen (17) full days of unpaid leave, as well as, one (1) partial day of unpaid leave. The dates for the days of unpaid leave of absence are reflected in **Exhibit "F"**.

**2017-2018**

15. During the 2017-2018 school year, FRANCIS exhausted all his personal and sick leave, and he took an additional two (2) partial days of unpaid leave. The dates for the days of unpaid leave of absence are reflected in **Exhibit "G"**.

16. **2019-2020**

During the 2019-2020 school year, FRANCIS has continued to have excessive absences and failed to adhere to the



directive of submitting a doctor's note for absences. In addition, FRANCIS has failed to provide current lesson plans.

**III. PREVIOUS DISCIPLINE AND DIRECTIVES**

17. On or about March 27, 2017, FRANCIS received a verbal reprimand regarding his excessive absences, failure to report absences in Smart Find Express and failure to have current lesson plans available in the classroom.
18. On or about June 6, 2018, FRANCIS received a written reprimand for his continued excessive absenteeism, failure to report absences in a timely matter, tardiness and not having current lesson plans available in the classroom in the event of absence.
19. On or about October 11, 2019, FRANCIS received a written reprimand for his failure to submit lesson plans for the 2018-2019 school year.

**ADMINISTRATIVE CHARGES**

20. Petitioner realleges and incorporates herein by reference the allegations set forth in paragraphs one (1) through nineteen (19) above.
21. Just cause exists for the requested relief pursuant to Fla. Stat. § 1012.33, Sections 6A-5.056 and 6A-10.081, F.A.C., the Respondent's employment contract, School Board rules

and regulations, the Code of Ethics of the Education Profession, and the Employee Disciplinary Guidelines promulgated by the School Board.

22. "Just cause" means cause that is legally sufficient. "Just cause" includes, **but is not limited to:**

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- B. "Misconduct in Office" means one or more of the following:
1. A violation of the Code of Ethics of the Education Profession in Florida as adopted in Rule 6A-10.080, F.A.C.<sup>1</sup>;
  2. A violation of the Principles of Professional Conduct for the Education Profession in Florida as adopted in Rule 6A-10.081, F.A.C.;
  3. A violation of the adopted school board rules;
  4. Behavior that disrupts the student's learning environment; or
  5. Behavior that reduces the teacher's ability or his or his colleagues' ability to effectively perform duties.
- C. "Incompetency" means the inability, failure or lack of fitness to discharge the required duty as a result of inefficiency or incapacity.
1. "Inefficiency" means one or more of the following:
    - a. **Failure to perform duties prescribed by law;**
    - b. Failure to communicate appropriately with and relate to students;
    - c. Failure to communicate appropriately with and relate to colleagues, administrators, subordinates, or parents;
    - d. Disorganization of his or his classroom to such an extent that the health, safety or welfare of the students is diminished; or
    - e. **Excessive absences or tardiness.**
  2. "Incapacity" means one or more of the following:
    - a. Lack of emotional stability;
    - b. Lack of adequate physical ability;

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<sup>1</sup> Repealed 3-23-16.

- c. Lack of general educational background; or
- d. Lack of adequate command of his or his area of specialization.

D. "Gross insubordination" means the intentional refusal to obey a direct order, reasonable in nature, and given by and with proper authority; misfeasance, or malfeasance as to involve failure in the performance of the required duties.

E. "Willful neglect of duty" means intentional or reckless failure to carry out required duties.

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**A. JUST CAUSE**

23. Respondent's actions, as alleged in paragraphs six (6) through nineteen (19), incorporated herein by reference, constitute just cause to terminate his employment.

**B. MISCONDUCT IN OFFICE**

24. Respondent's actions, as alleged in paragraphs six (6) through nineteen (19), incorporated herein by reference, constitute misconduct in office by violating Fla. Stat. §1012.33 and 6A-5.056(2)(c) through (e) and 6A-10.081 of the Florida Administrative Code. Respondent's excessive absences violated school board policies as well as disrupted his students' learning environment. Additionally, Respondent's absences also affected his ability to perform his teaching duties effectively.

**C. INCOMPETENCY**

25. Respondent's actions, as alleged in paragraphs six (6) through nineteen (19), incorporated herein by reference, constitute incompetency as a result of inefficiency. Respondent failed to perform duties prescribed by law by accumulating an excessive amount of absences.

**D. GROSS INSUBORDINATION**

26. Respondent's actions, as alleged in paragraphs six (6) through nineteen (19), incorporated herein by reference, constitute gross insubordination. FRANCIS' supervisors have previously directed on several occasions to discontinue his pattern of excessive absenteeism, as well as, to discontinue the use of unpaid leave.

**E. WILLFUL NEGLECT OF DUTY**

27. Respondent's actions, as alleged in paragraphs six (6) through nineteen (19), incorporated herein by reference, constitute willful neglect of duty by his continued failure to regularly attend work as an educator and his failure to follow the directive of his supervisors.

**F. ABSENCE WITHOUT LEAVE**

28. Respondent's actions, as alleged in paragraphs six (6) through nineteen (19), incorporated herein by reference, violated §1012.67 Fla. Stat., which provides that any **"district school board employee who is willfully absent**

from duty without leave... shall be subject to termination by the district school board."

**G. SCHOOL BOARD POLICY 4008**

29. School Board Policy 4008, requires "all employees who have been issued contracts to comply with the provisions of the Florida School Code, State Board Regulations and regulations and policies of the Board."

30. Respondent is in violation of School Board 4008(B), which requires that "members of instructional staff shall perform the following functions":

3. Infuse in the classroom, the District's adopted Character Education Traits of Respect, Honesty, Kindness, Self-Control, Tolerance, Cooperation, Responsibility and Citizenship.

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8. Conform to all rules and regulations that maybe prescribed by the State Board and by the School Board.

31. Additionally, Policy 4008(C) requires the following:

- Instructional personnel to work 196 days, 180 of which must be devoted to working full-time on instructional matters. Instructional personnel must be on duty a minimum of seven and one-half (7 1/2) hours daily.

- All members of the instructional staff shall be expected to teach a full schedule of classes, unless prior approval from the Area Superintendent or Superintendent of Schools has been obtained.



**H. COLLECTIVE BARGAINING AGREEMENT**

32. Respondent's actions violate the Collective Bargaining Agreement ("CBA"), Article Five, "Conditions of Employment":

E. Length of Workday: "The employees' workday shall be seven and one-half (7 ½) consecutive hours, including the lunch period. The normal teaching load for assigned classes shall not exceed a daily average of three hundred (300) minutes."

33. Due to the Respondent's repeated excessive absences, he was unable to work the required consecutive hours and minutes as defined by the CBA.

34. In addition, Respondent's actions violate Article Twenty-Three, Section A.4.:

4. Use of Sick Leave: An employee shall have the right to use sick leave in one-half or full-day units, for the purpose of medical or dental appointments.

If an immediate supervisor suspects an abuse of sick leave, he or she shall first investigate the matter and discuss the findings with the affected employee.

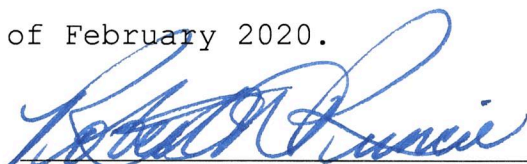
An abuse of sick leave is defined as a pattern or series of absences, which occur over an extended period of time and on a regular and predictable basis and without adequate justification. For example a regular and predictable basis would be: sick leave being used as soon as earned; absence on only Mondays or Fridays; absences occurring on the days before or after a holiday period; absences occurring on the day after a payday on a regular basis.

If the investigation sustains that a documented pattern of abuse does exist the employee may be subject to disciplinary action as per Article section B (1).

**DEMAND FOR RELIEF**

WHEREFORE, based upon the foregoing, Petitioner, Robert W. Runcie, Superintendent of Schools, recommends that the School Board formally suspend the Respondent for three (3) days, DAMIAN J. FRANCIS, for the foregoing facts and legal authority.

EXECUTED this 14<sup>th</sup> day of February 2020.



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ROBERT W. RUNCIE,  
Superintendent of Schools,  
Broward County

Respectfully submitted:  
Douglas G. Griffin, Esq.  
Assistant General Counsel  
Maya A. Moore, Esq.  
Assistant General Counsel

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 3<sup>rd</sup> 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.

**EXHIBIT "A"**  
**2009-2010 FMLA ABSENCES**  
**DAMIAN J. FRANCIS**

Name of employee	Date	Absence type	Hours	FMLA
FRANCIS, DAMIAN J.	9/29/2009	SCK	7.50	N
FRANCIS, DAMIAN J.	10/2/2009	SCK	7.50	N
FRANCIS, DAMIAN J.	10/19/2009	SCK	7.50	N
FRANCIS, DAMIAN J.	11/6/2009	SCK	3.75	N
FRANCIS, DAMIAN J.	11/9/2009	SCK	7.50	N
FRANCIS, DAMIAN J.	11/10/2009	SCK	7.50	N
FRANCIS, DAMIAN J.	11/12/2009	SCK	7.50	N
FRANCIS, DAMIAN J.	11/13/2009	SCK	7.50	N
FRANCIS, DAMIAN J.	11/16/2009	SCK	7.50	N
FRANCIS, DAMIAN J.	11/17/2009	SCK	7.50	N
FRANCIS, DAMIAN J.	11/18/2009	SCK	7.50	N
FRANCIS, DAMIAN J.	11/19/2009	SCK	7.50	N
FRANCIS, DAMIAN J.	11/20/2009	SCK	7.50	N
FRANCIS, DAMIAN J.	11/23/2009	SCK	7.50	N
FRANCIS, DAMIAN J.	11/24/2009	SCK	7.50	N
FRANCIS, DAMIAN J.	11/25/2009	SCK	7.50	N
FRANCIS, DAMIAN J.	11/30/2009	SCK	7.50	N
FRANCIS, DAMIAN J.	12/1/2009	SLD	7.50	N
FRANCIS, DAMIAN J.	12/2/2009	SLD	7.50	N
FRANCIS, DAMIAN J.	12/3/2009	SLD	7.50	N
FRANCIS, DAMIAN J.	12/4/2009	SLD	7.50	N
FRANCIS, DAMIAN J.	12/7/2009	SCK	7.50	N
FRANCIS, DAMIAN J.	2/3/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	2/4/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	3/15/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	3/16/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	3/17/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	3/18/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	3/19/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	3/22/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	3/23/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	3/24/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	3/25/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	3/26/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	4/6/2010	SLD	7.50	N
FRANCIS, DAMIAN J.	4/7/2010	SLD	7.50	N
FRANCIS, DAMIAN J.	4/8/2010	SLD	7.50	N
FRANCIS, DAMIAN J.	4/9/2010	SLD	7.50	N



FRANCIS, DAMIAN J.	4/12/2010	SLD	7.50	N
FRANCIS, DAMIAN J.	4/13/2010	SLD	7.50	N
FRANCIS, DAMIAN J.	4/14/2010	SLD	7.50	N
FRANCIS, DAMIAN J.	4/15/2010	SLD	7.50	N
FRANCIS, DAMIAN J.	4/16/2010	SLD	7.50	N
FRANCIS, DAMIAN J.	4/19/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	4/20/2010	SLD	7.50	N
FRANCIS, DAMIAN J.	4/21/2010	SLD	7.50	N
FRANCIS, DAMIAN J.	5/3/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	5/4/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	5/5/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	5/6/2010	SLD	7.50	N
FRANCIS, DAMIAN J.	5/7/2010	SLD	7.50	N
FRANCIS, DAMIAN J.	5/14/2010	PLV	7.50	N
FRANCIS, DAMIAN J.	5/17/2010	PLV	7.50	N
FRANCIS, DAMIAN J.	5/18/2010	PLV	7.50	N
FRANCIS, DAMIAN J.	5/19/2010	PLV	7.50	N
FRANCIS, DAMIAN J.	5/20/2010	PLV	7.50	N
FRANCIS, DAMIAN J.	5/21/2010	PLV	7.50	N
FRANCIS, DAMIAN J.	5/24/2010	PLV	7.50	N
FRANCIS, DAMIAN J.	5/25/2010	PLV	7.50	N
FRANCIS, DAMIAN J.	5/26/2010	PLV	7.50	N



**EXHIBIT "B"**  
**2010-2011 FMLA ABSENCES**  
**DAMIAN J. FRANCIS**

Name of employee	Date	Absence type	Hours	FMLA
FRANCIS, DAMIAN J.	10/21/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	10/22/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	10/25/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	10/26/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	11/22/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	11/23/2010	SCK	7.50	N
FRANCIS, DAMIAN J.	1/6/2011	SCK	7.50	N
FRANCIS, DAMIAN J.	1/10/2011	SCK	7.50	N
FRANCIS, DAMIAN J.	3/4/2011	SCK	7.50	N
FRANCIS, DAMIAN J.	3/23/2011	SCK	7.50	N
FRANCIS, DAMIAN J.	4/1/2011	PLV	5.00	N
FRANCIS, DAMIAN J.	4/1/2011	SCK	2.50	N
FRANCIS, DAMIAN J.	4/15/2011	PLV	3.75	N
FRANCIS, DAMIAN J.	5/9/2011	PLV	7.50	N
FRANCIS, DAMIAN J.	5/16/2011	PLV	7.50	N
FRANCIS, DAMIAN J.	5/17/2011	PLV	7.50	N
FRANCIS, DAMIAN J.	5/18/2011	PLV	3.75	N

**EXHIBIT "C"**  
**2011-2012 FMLA ABSENCES**  
**DAMIAN J. FRANCIS**

Name of employee	Date	Absence type	Hours	FMLA
FRANCIS, DAMIAN J.	9/7/2011	SCK	7.50	N
FRANCIS, DAMIAN J.	10/5/2011	SCK	3.75	N
FRANCIS, DAMIAN J.	10/14/2011	SCK	3.75	N
FRANCIS, DAMIAN J.	10/21/2011	SCK	7.50	N
FRANCIS, DAMIAN J.	11/21/2011	FUR	7.50	N
FRANCIS, DAMIAN J.	11/22/2011	FUR	7.50	N
FRANCIS, DAMIAN J.	11/28/2011	SCK	7.50	N
FRANCIS, DAMIAN J.	11/29/2011	SCK	7.50	N
FRANCIS, DAMIAN J.	11/30/2011	SCK	7.50	N
FRANCIS, DAMIAN J.	12/7/2011	SCK	3.75	N
FRANCIS, DAMIAN J.	12/16/2011	SCK	3.75	N
FRANCIS, DAMIAN J.	1/11/2012	SCK	7.50	N
FRANCIS, DAMIAN J.	2/3/2012	SCK	7.50	N
FRANCIS, DAMIAN J.	3/2/2012	SCK	7.50	N
FRANCIS, DAMIAN J.	3/5/2012	PLV	7.50	N
FRANCIS, DAMIAN J.	3/6/2012	PLV	7.50	N
FRANCIS, DAMIAN J.	3/7/2012	PLV	7.50	N
FRANCIS, DAMIAN J.	3/8/2012	PLV	7.50	N
FRANCIS, DAMIAN J.	4/11/2012	PLV	7.50	N
FRANCIS, DAMIAN J.	4/12/2012	PLV	7.50	N
FRANCIS, DAMIAN J.	4/20/2012	PLV	3.75	N
FRANCIS, DAMIAN J.	5/9/2012	PLV	7.50	N
FRANCIS, DAMIAN J.	5/10/2012	PLV	7.50	N
FRANCIS, DAMIAN J.	5/14/2012	PLV	7.50	N
FRANCIS, DAMIAN J.	5/15/2012	PLV	7.50	N
FRANCIS, DAMIAN J.	5/16/2012	PLV	7.50	N
FRANCIS, DAMIAN J.	5/17/2012	PLV	7.50	N
FRANCIS, DAMIAN J.	5/18/2012	PLV	7.50	N
FRANCIS, DAMIAN J.	5/21/2012	PLV	7.50	N
FRANCIS, DAMIAN J.	5/22/2012	PLV	7.50	N
FRANCIS, DAMIAN J.	5/23/2012	PLV	7.50	N
FRANCIS, DAMIAN J.	5/24/2012	PLV	7.50	N
FRANCIS, DAMIAN J.	5/25/2012	PLV	7.50	N
FRANCIS, DAMIAN J.	5/29/2012	PLV	7.50	N



**EXHIBIT "D"**  
**2013-2014 FMLA ABSENCES**  
**DAMIAN J. FRANCIS**

Name of employee	Date	Absence type	Hours	FMLA
FRANCIS, DAMIAN J.	10/11/2013	SCK	7.50	N
FRANCIS, DAMIAN J.	10/17/2013	SCK	7.50	N
FRANCIS, DAMIAN J.	10/23/2013	SCK	7.50	N
FRANCIS, DAMIAN J.	10/28/2013	SCK	7.50	N
FRANCIS, DAMIAN J.	11/4/2013	SCK	7.50	N
FRANCIS, DAMIAN J.	11/6/2013	SCK	7.50	N
FRANCIS, DAMIAN J.	12/4/2013	SCK	7.50	N
FRANCIS, DAMIAN J.	12/5/2013	SCK	7.50	N
FRANCIS, DAMIAN J.	1/17/2014	SCK	7.50	N
FRANCIS, DAMIAN J.	1/30/2014	SCK	7.50	N
FRANCIS, DAMIAN J.	1/31/2014	SCK	7.50	N
FRANCIS, DAMIAN J.	2/3/2014	PLV	4.50	N
FRANCIS, DAMIAN J.	2/3/2014	SCK	3.00	N
FRANCIS, DAMIAN J.	2/4/2014	PLV	7.50	N
FRANCIS, DAMIAN J.	5/1/2014	PLV	3.50	N
FRANCIS, DAMIAN J.	5/1/2014	SCK	4.00	N
FRANCIS, DAMIAN J.	5/19/2014	PLV	7.50	N
FRANCIS, DAMIAN J.	5/27/2014	PLV	7.50	N

**EXHIBIT "E"**  
**2015-2016 FMLA ABSENCES**  
**DAMIAN J. FRANCIS**

Name of employee	Date	Absence type	Hours	FMLA
FRANCIS, DAMIAN J.	10/19/2015	SCK	7.50	N
FRANCIS, DAMIAN J.	10/20/2015	SCK	7.50	N
FRANCIS, DAMIAN J.	10/21/2015	SCK	7.50	N
FRANCIS, DAMIAN J.	11/12/2015	SLO	7.50	N
FRANCIS, DAMIAN J.	1/15/2016	SCK	7.50	N
FRANCIS, DAMIAN J.	1/19/2016	SCK	7.50	N
FRANCIS, DAMIAN J.	1/21/2016	SCK	7.50	N
FRANCIS, DAMIAN J.	1/22/2016	SCK	7.50	N
FRANCIS, DAMIAN J.	2/24/2016	SLO	7.50	N
FRANCIS, DAMIAN J.	3/9/2016	SLO	7.50	N
FRANCIS, DAMIAN J.	3/10/2016	SLO	7.50	N
FRANCIS, DAMIAN J.	3/15/2016	SCK	7.50	N
FRANCIS, DAMIAN J.	3/28/2016	BER	7.50	N
FRANCIS, DAMIAN J.	3/29/2016	BER	7.50	N
FRANCIS, DAMIAN J.	3/30/2016	BER	7.50	N
FRANCIS, DAMIAN J.	3/31/2016	BER	4.75	N
FRANCIS, DAMIAN J.	3/31/2016	PLV	2.75	N
FRANCIS, DAMIAN J.	4/1/2016	PLV	7.50	N
FRANCIS, DAMIAN J.	4/12/2016	PLV	7.50	N
FRANCIS, DAMIAN J.	4/13/2016	PLV	7.50	N



**EXHIBIT "F"**  
**2016-2017 FMLA ABSENCES**  
**DAMIAN J. FRANCIS**

Name of employee	Date	Absence type	Hours	FMLA
FRANCIS, DAMIAN J.	10/11/2016	SPR	7.50	N
FRANCIS, DAMIAN J.	10/24/2016	SCK	7.50	N
FRANCIS, DAMIAN J.	11/8/2016	SCK	5.50	N
FRANCIS, DAMIAN J.	11/9/2016	SCK	7.50	N
FRANCIS, DAMIAN J.	11/10/2016	SCK	7.50	N
FRANCIS, DAMIAN J.	12/6/2016	SCK	7.50	N
FRANCIS, DAMIAN J.	12/7/2016	SCK	7.50	N
FRANCIS, DAMIAN J.	12/8/2016	PLV	2.50	N
FRANCIS, DAMIAN J.	12/8/2016	SCK	5.00	N
FRANCIS, DAMIAN J.	12/9/2016	PLV	7.50	N
FRANCIS, DAMIAN J.	1/19/2017	SCK	7.50	N
FRANCIS, DAMIAN J.	1/30/2017	SCK	7.50	N
FRANCIS, DAMIAN J.	2/2/2017	PLV	7.50	N
FRANCIS, DAMIAN J.	2/3/2017	PLV	7.50	N
FRANCIS, DAMIAN J.	2/6/2017	PLV	7.50	N
FRANCIS, DAMIAN J.	2/7/2017	PLV	7.50	N
FRANCIS, DAMIAN J.	2/8/2017	PLV	7.50	N
FRANCIS, DAMIAN J.	2/9/2017	PLV	7.50	N
FRANCIS, DAMIAN J.	2/10/2017	PLV	7.50	N
FRANCIS, DAMIAN J.	2/13/2017	PLV	7.50	N
FRANCIS, DAMIAN J.	2/14/2017	PLV	7.50	N
FRANCIS, DAMIAN J.	2/15/2017	PLV	7.50	N
FRANCIS, DAMIAN J.	2/16/2017	PLV	7.50	N
FRANCIS, DAMIAN J.	2/17/2017	PLV	7.50	N
FRANCIS, DAMIAN J.	2/21/2017	PLV	7.50	N
FRANCIS, DAMIAN J.	2/22/2017	PLV	7.50	N
FRANCIS, DAMIAN J.	2/23/2017	PLV	7.50	N
FRANCIS, DAMIAN J.	2/24/2017	PLV	7.50	N



**EXHIBIT "G"**  
**2017-2018 FMLA ABSENCES**  
**DAMIAN J. FRANCIS**

Name of employee	Date	Absence type	Hours	FMLA
FRANCIS, DAMIAN J.	9/6/2017	SPR	7.50	N
FRANCIS, DAMIAN J.	10/5/2017	SLO	7.50	N
FRANCIS, DAMIAN J.	11/9/2017	SCK	7.50	N
FRANCIS, DAMIAN J.	11/15/2017	SCK	7.50	N
FRANCIS, DAMIAN J.	11/16/2017	SCK	7.50	N
FRANCIS, DAMIAN J.	11/29/2017	SCK	7.50	N
FRANCIS, DAMIAN J.	4/18/2018	SCK	7.50	N
FRANCIS, DAMIAN J.	4/19/2018	SCK	7.50	N
FRANCIS, DAMIAN J.	4/23/2018	SCK	7.50	N
FRANCIS, DAMIAN J.	4/24/2018	SCK	7.50	N
FRANCIS, DAMIAN J.	4/25/2018	PLV	4.22	N
FRANCIS, DAMIAN J.	4/25/2018	SCK	3.28	N
FRANCIS, DAMIAN J.	5/11/2018	PLV	2.75	N