



July 9, 2013

**CERTIFIED AND REGULAR MAIL
HAND DELIVERED**

Ms. Melissa Kirkpatrick
7311 Trouble Creek Road, Apt. 1109
New Port Richey, Florida 34653


Dear Ms. Kirkpatrick:

This is to advise you that at the regularly scheduled Pinellas County School Board meeting on July 30, 2013, I shall recommend the termination of your employment. The board will meet at 5:30 p.m. in the conference hall of the Administration Building located at the address on this letterhead. My recommendation for the termination of your employment is based on the facts and violations contained in the Agenda Item dated July 30, 2013, attached for your reference.

The School Board will take action on my recommendation during this School Board meeting. If the School Board enters its Final Order at that meeting, the effective date of your dismissal will be July 30, 2013.

You are entitled to a public hearing regarding my recommendation to be conducted in accordance with Chapters 120.569 and 120.57, Florida Statutes. Your request for a public hearing must be submitted, in writing, to David Koperski, School Board Attorney, no later than Monday, July 29, 2013, by 4:30 p.m. Attached to this letter is a copy of a form which will assist you in complying with the rules which apply to a hearing request. If you do not request a hearing, this failure constitutes an admission of the allegations made in the attached Agenda Item. If you have any questions regarding these procedures, you may contact Laurie Dart, Staff Attorney at 588-6221.

Respectfully,


Michael A. Grego, Ed.D.
Superintendent

cc: Laurie Dart – Staff Attorney
Michael Bessette – Associate Superintendent, Operational Services
Richard McBride – Director, Transportation Department
Marilyn Lusher – Director, Human Resources Department
Cathy Houck – Risk Management
Mickey Converse – Payroll Department
Personnel File
Invest File

Signature/Date

ADMINISTRATION BUILDING
301 Fourth St. SW
P.O. Box 2942
Largo, FL 33779-2942
Ph. (727) 588-6000

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