

October 22, 2003

**REQUEST FOR DISMISSAL OF KATHERINE ALLEN, INSTRUCTOR ASSISTANT,  
MELODY SCHOOL**

**TO THE CHICAGO BOARD OF EDUCATION**

**THE CHIEF EXECUTIVE OFFICER RECOMMENDS THE FOLLOWING:**

That this Request for Dismissal and charges and specifications preferred by the

dismissal and a copy of this Board Report and accompanying charges and specifications be served upon her within ten (10) days of adoption of the Board Report.

**DESCRIPTION:**

Pursuant to Section 6 of Board Policy #95-1025-PO2 and the Rules of the Board of Education of the City of Chicago, the Chief Executive Officer charged Katherine Allen, an instructor assistant currently assigned to the Melody School, 412 South Keeler Avenue, Chicago, Illinois 60624, with excessive absences; flagrant acts of Group 2 misconduct; use of sick leave in an unauthorized manner for purposes other than allowed under Board Rules and regulations; violation of School Rules, or Board Rules, policies or procedures which result in behaviors that seriously disrupt the orderly educational process in the classroom, in the school and may occur on or off the school grounds or assigned work location; violation of Board Rule 4-11 regarding leave of absences for educational support personnel and conduct unbecoming a Chicago Public Schools' employee.