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**THE DISTRICT OF COLUMBIA
BEFORE
THE OFFICE OF EMPLOYEE APPEALS**

In the Matter of:)	
)	
LINDSAY GLOTZER,)	
Employee)	
)	OEA Matter No. 1601-0096-15
v.)	
)	Date of Issuance: October 15, 2015
DISTRICT OF COLUMBIA)	
PUBLIC SCHOOLS,)	
Agency)	
)	MICHELLE R. HARRIS, Esq.
)	Administrative Judge
Lindsay Glotzer, Employee <i>Pro Se</i>		
Lynette A. Collins, Esq., Agency Representative		

INITIAL DECISION

INTRODUCTION AND PROCEDURAL BACKGROUND

On July 6, 2015, Lindsay Glotzer (“Employee”) filed a Petition for Appeal with the Office of Employee Appeals (“OEA” or “Office”) contesting the District of Columbia Public Schools’ (“Agency” or “DCPS”) decision to terminate her. On August 21, 2015, Agency filed its Answer to Employee’s Petition for Appeal along with a Motion to Dismiss. This matter was assigned to the undersigned Administrative Judge (“AJ”) on September 2, 2015.

On September 4, 2015, I issued an Order directing Employee to address the jurisdiction issue raised by Agency in its Answer to Employee’s Petition for Appeal. Employee’s brief was due on or before September 22, 2015. Additionally, Agency had the option to submit a response to Employee’s brief. Employee did not submit her brief by the deadline. Consequently, I issued an Order for Statement of Good Cause to Employee on September 29, 2015. Employee was ordered to submit her brief and a statement of good cause based on her failure to provide a response to the September 4, 2015 Order. Employee had until October 9, 2015, to respond. As of the date of this decision, Employee has not responded to either Order. The record is now closed.

JURISDICTION

The jurisdiction of this Office has not been established.

ISSUE

Whether this appeal should be dismissed for failure to prosecute.

BURDEN OF PROOF

OEA Rule 628.1, 59 DCR 2129 (March 16, 2012) states:

The burden of proof with regard to material issues of fact shall be by a preponderance of the evidence. “Preponderance of the evidence” shall mean:

That degree of relevant evidence which a reasonable mind, considering the record as a whole, would accept as sufficient to find a contested fact more probably true than untrue.

OEA Rule 628.2 *id.* states:

The employee shall have the burden of proof as to issues of jurisdiction, including timeliness of filing. The agency shall have the burden of proof as to all other issues.

ANALYSIS AND CONCLUSIONS OF LAW

OEA Rule 621.3 states in relevant part that the “Administrative Judge, in the exercise of sound discretion, may dismiss the action or rule for the appellant if a party fails to take reasonable steps to prosecute or defend an appeal. Failure of a party to prosecute or defend an appeal includes, but is not limited to, a failure to:

- (a) Appear at a scheduled proceeding after receiving notice;
- (b) *Submit required documents after being provided with a deadline for such submission (Emphasis added);* or
- (c) Inform this Office of a change of address which results in correspondence being returned.”¹

This Office has consistently held that failure to prosecute an appeal includes a failure to submit required documents after being provided with a deadline for such a submission.² In the instant matter, Employee was provided notice in both the September 4, 2015, and September 29, 2015, Orders that a failure to comply could result in sanctions, including dismissal. Employee did not respond to either Order. Additionally, all the Orders were sent via mail to the address provided by Employee in her Petition for Appeal. A response to each of these Orders was required to ensure an appropriate review and resolution of the matter. Accordingly, I find that Employee has not exercised the diligence expected of an appellant pursuing an appeal before this Office. I further find

¹ OEA Rule 621.3, 59 DCR 2129 (March 16, 2012).

² *Employee v. Agency*, OEA Matter No. 1602-0078-83, 32 D.C. Reg. 1244 (1985); *Williams v. D.C. Public Schools*, OEA Matter 2401-0244-09 (December 13, 2010); *Brady v. Office of Public Education Facilities Modernization*, OEA Matter No. 2401-0219-09 (November 1, 2010).

that Employee's failure to prosecute her appeal is a violation of OEA Rule 621. For these reasons, this matter should be dismissed for her failure to prosecute.

ORDER

It is hereby **ORDERED** that the petition in this matter is **DISMISSED** for failure to prosecute.

FOR THE OFFICE:

MICHELLE R. HARRIS, Esq.
Administrative Judge