

BEFORE THE  
STATE OF FLORIDA  
COMMISSION ON ETHICS

In re DONNA S. LEE,	)	Financial Disclosure Appeal No. FD 21-027
	)	
Appellant.	)	Final Order No. XXX
<hr style="width: 100%;"/>	)	

FINAL ORDER

This matter came before the Commission on Ethics, meeting in public session on March 7, 2025, on the appeal of Appellant, pursuant to Section 112.3145(8)(f), Florida Statutes, which assesses an automatic fine of \$25 per day on a person who fails to timely file a required CE Form 1, Statement of Financial Interests. The Commission may waive the fine in whole or in part for good cause shown, based on "unusual circumstances" surrounding the failure to file by the designated date. There are no matters in dispute. Appellant did not request a hearing.

Findings of Fact

1. According to information provided to the Commission, Appellant served as a principal, a position requiring the filing of a 2020 CE Form 1, Statement of Financial Interests. In 2021, the designated due date for submitting a 2020 CE Form 1 was July 1, 2021, with a grace period ending on September 1, 2021.
2. By June 1, 2021, the Broward County Supervisor of Elections sent Appellant a 2020 CE Form 1. This letter was sent to Appellant at 10371 NW 11th St., Plantation, FL 33322.
3. By August 1, 2021, Broward County Supervisor of Elections sent Appellant a notice of delinquency by certified mail. This notice was sent to Appellant at the 10371 NW 11th St. address.

4. On August 20, 2021, the Commission on Ethics mailed Appellant a postcard intended to remind her of her obligation to file a 2020 CE Form 1. The Commission mailed the postcard to the 10371 NW 11th St. address.

5. On September 8, 2021, the Commission on Ethics mailed Appellant a courtesy notice of fines accruing. This was sent to the 10371 NW 11th St. address.

6. On October 11, 2023, the Commission mailed Appellant a notice of assessment of her automatic fine. The notice was sent by mail to the 10371 NW 11th St. address. It indicated the total of Appellant's accrued automatic fine was \$1,500 (\$25 per day for 60 days late) and provided that the Commission must receive an appeal of the fine by November 9, 2023.

7. On October 23, 2023, Appellant submitted her 2020 CE Form 1 to the Commission on Ethics, 782 days late.

8. Also on October 23, 2023, the Commission received Appellant's appeal of her automatic fine for Form Year 2020. In part B of her appeal form, Appellant checked "other unusual circumstances" as the general reason for her appeal. In part C of her appeal form, where an appellant is asked to provide detailed explanation of his or her appeal, Appellant wrote: "Became a principal in the summer of 2020 and was unaware of this process."

#### Conclusions of Law

9. The Commission has jurisdiction over the subject matter of this proceeding pursuant to Section 112.3145, Florida Statutes.

10. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government.

11. Section 112.3145(8)(f)2., Florida Statutes, states:

Any reporting person may appeal or dispute a fine, based upon unusual circumstances surrounding the failure to file on the designated due date, and may request and is entitled to a hearing before the commission, which may waive the fine in whole or in part for good cause shown. Any such request must be in writing and received by the commission within 30 days after the notice of payment due is transmitted. In such a case, the reporting person must, within the 30-day period, notify the person designated to review the timeliness of reports in writing of his or her intention to bring the matter before the commission. For purposes of this subparagraph, the term "unusual circumstances" does not include the failure to monitor an e-mail account or failure to receive notice if the person has not notified the commission of a change in his or her e-mail address.

12. Here, Appellant stated that she was unaware of the financial disclosure process. In addition, in an e-mail communication with the Commission on January 19, 2025, Appellant stated she did not receive the notices from the Broward County Supervisor of Elections or the Commission on Ethics before her fines accrued. There is no evidence to dispute Appellant's claims that she did not receive timely notice of her requirement to file a 2020 CE Form 1. Considering Appellant's claims, and that there is no evidence showing otherwise, there are "unusual circumstances" here that justify waiving the \$1,500.00 fine.

Order

Based on the foregoing facts and conclusions of law, the Commission hereby finds that unusual circumstances for failure to file have been demonstrated. We therefore waive the assessed fine of \$1,500.00.

ORDERED by the State of Florida Commission on Ethics meeting in public session on March 7, 2025.

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Date Rendered

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Luis M. Fusté  
*Chair, Florida Commission on Ethics*

THIS ORDER CONSTITUTES FINAL AGENCY ACTION. ANY PARTY WHO IS ADVERSELY AFFECTED BY THIS ORDER HAS THE RIGHT TO SEEK JUDICIAL REVIEW UNDER SECTION 120.68, AND SECTION 112.3241, FLORIDA STATUTES, BY FILING A NOTICE OF ADMINISTRATIVE APPEAL PURSUANT TO RULE 9.110 FLORIDA RULES OF APPELLATE PROCEDURE, WITH THE CLERK OF THE COMMISSION ON ETHICS, AT EITHER 325 JOHN KNOX ROAD, BUILDING E, SUITE 200, TALLAHASSEE, FLORIDA 32303 OR P.O. DRAWER 15709, TALLAHASSEE, FLORIDA 32317-5709; AND BY FILING A COPY OF THE NOTICE OF APPEAL ATTACHED TO WHICH IS A CONFORMED COPY OF THE ORDER DESIGNATED IN THE NOTICE OF APPEAL ACCOMPANIED BY THE APPLICABLE FILING FEES WITH THE APPROPRIATE DISTRICT COURT OF APPEAL. THE NOTICE OF ADMINISTRATIVE APPEAL MUST BE FILED WITHIN 30 DAYS OF THE DATE THIS ORDER IS RENDERED.

LMF: sn

cc: Donna S. Lee  
101 W. Tropical Way  
Plantation, FL 33322

21-027 287813

FLORIDA  
COMMISSION ON ETHICS

OCT 23 2023

RECEIVED



# STATE OF FLORIDA COMMISSION ON ETHICS

325 John Knox Road  
Building E, Suite 200  
Tallahassee, FL 32303  
Telephone: (850) 488-7864  
Fax: (850) 488-3077  
Email: disclosure@leg.state.fl.us

## APPEAL OF AUTOMATIC FINE FOR FORM YEAR 2020

**DIRECTIONS:** The information you provide in this form is critical for processing your appeal in a timely manner.

In Part A, please provide current contact information. If your contact information changes while your appeal is being processed, please notify us.

In Part B, please check any boxes that specify the general reason(s) for your appeal.

In Part C, please explain in detail the reason(s) for your appeal. In addition to your written explanation in Part C, you may attach any documents that support your appeal.

**IMPORTANT:** TO PRESERVE YOUR RIGHT TO APPEAL, THIS FORM OR OTHER WRITTEN APPEAL (AND ANY ATTACHMENTS) MUST BE FILED WITH (RECEIVED BY) THE COMMISSION ON ETHICS WITHIN THIRTY (30) DAYS OF THE DATE THE NOTICE OF ASSESSMENT OF AUTOMATIC FINE WAS MAILED TO YOU.

**PLEASE SEND YOUR COMPLETED FORM TO ONE OF THE FOLLOWING:**

Mailing Address: Commission on Ethics  
P.O. Drawer 15709  
Tallahassee, FL 32317-5709

Physical Address: Commission on Ethics  
325 John Knox Road  
Building E, Suite 200  
Tallahassee, FL 32303

Fax: (850) 488-3077

Email: disclosure@leg.state.fl.us

### **PART A: YOUR INFORMATION**

Name: Donna S. Lee  
Address: 101 W. Tropical Way City: Plantation State: FL Zip: 33322  
Daytime Tel.: 954 297 9791 Cell: 954 297 9791  
Email: mistee@dadeschools.net Filer ID# (if known): 287813  
Public Employer: MDCPS  
Public Position: Principal

**CONTINUED ON REVERSE SIDE**

## PART B: GENERAL REASON(S) FOR YOUR APPEAL

Please choose any/all reasons that apply to your appeal.

I hereby appeal the Notice of Assessment of Automatic Fine on the following basis:

- a.  **Sickness or injury** (Explain in Part C and attach a statement from attending physician, including dates and nature of illness or injury)
- b.  **Lack of notification – Failure to receive notice** (Explain in Part C and provide documentation that supports your assertion that you never received certified mail delinquency notice: for example, incorrect address; misdelivered mail; change in employment; extended absence from home, etc.)
- c.  **Claim of timely filing of financial disclosure** (Explain in Part C and provide copy of certified mail receipt and/or copy of completed form which had been previously filed, along with a sworn notarized statement that you filed prior to the deadline)
- d.  **Left public position prior to December 31, 2020** (Explain in Part C and provide confirmation from agency that your office-holding/employment ended before 12/31/2020)
- e.  **Other unusual circumstance** (Explain in Part C and provide documentation explaining uncommon, rare, or sudden occurrence that prevented timely filing prior to deadline)
- f.  **Not required to file** (Explain in Part C and provide documentation that supports reason for not required to file)

## PART C: DETAILED EXPLANATION OF YOUR APPEAL

Please provide a detailed explanation of your appeal, including why each option you selected in Part B is applicable to you. You may use the space provided and/or attach additional pages.

Became a principal in the summer of 2020 and was unaware of this process.


## OPTIONAL REQUEST FOR HEARING

In addition to this written appeal, I specifically request to appear before the Commission in a hearing pursuant to Section 112.3144(8)(f)3 or Section 112.3145(8)(g)3, Florida Statutes. Commission meetings occur in Tallahassee.

## SIGNATURE

I have received and read the Notice of Assessment of Automatic Fine and its instructions on How to Appeal and I understand my options. I am requesting disposition of this matter as indicated.

10/19/23  
DATE

  
SIGNATURE

## Novenario, Stephanie

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**From:** Lee, Donna S. <mrslee@dadeschools.net>  
**Sent:** Sunday, January 19, 2025 4:11 AM  
**To:** Novenario, Stephanie  
**Subject:** Re: Donna Lee - Financial Disclosure Appeal

Good Morning,

No. Not during that time frame.

I am currently on medical leave and no longer in that position.

Donna S Lee

On Jan 8, 2025, at 11:05 AM, Novenario, Stephanie <NOVENARIO.STEPHANIE@leg.state.fl.us> wrote:

You don't often get email from [novenario.stephanie@leg.state.fl.us](mailto:novenario.stephanie@leg.state.fl.us). [Learn why this is important](#)

**CAUTION:** This email originated outside of [dadeschools.net](mailto:dadeschools.net). Do not click on links or attachments unless you are expecting the email or recognize the sender and know the message is safe.

Hi Ms. Lee,

I'm Stephanie Novenario, an attorney with the Florida Commission on Ethics. I called and left a message for you on Monday, 1/6, but have not yet heard back, so I'm sending this e-mail to you in an effort to gather some more information about your Financial Disclosure appeal.

You stated in your appeal that you became a principal in 2020 and were unaware of the financial disclosure process. Could you please clarify whether you received any of the financial disclosure notices from the Broward County Supervisor of Elections or the Commission on Ethics?

Thank you for your time!

**Stephanie Novenario**  
Staff Attorney  
Florida Commission on Ethics  
850.488.7864 | 850.488.3077 (fax)  
[novenario.stephanie@leg.state.fl.us](mailto:novenario.stephanie@leg.state.fl.us)

STATEMENT OF FINANCIAL INTERESTS

FOR OFFICE USE ONLY:

PROCESSED

Donna S. Lee
Principal
Miami-Dade County Public Schools
Employees
10371 Nw 11th St
Plantation FL 33322 -6577

FLORIDA COMMISSION ON ETHICS

OCT 23 2023

RECEIVED



287813

CHECK ONLY IF [X] CANDIDATE OR [ ] NEW EMPLOYEE OR APPOINTEE

Lee Donna S.

\*\*\*\* THIS SECTION MUST BE COMPLETED \*\*\*\*

DISCLOSURE PERIOD:

THIS STATEMENT REFLECTS YOUR FINANCIAL INTERESTS FOR CALENDAR YEAR ENDING DECEMBER 31, 2020.

MANNER OF CALCULATING REPORTABLE INTERESTS:

FILERS HAVE THE OPTION OF USING REPORTING THRESHOLDS THAT ARE ABSOLUTE DOLLAR VALUES, WHICH REQUIRES FEWER CALCULATIONS, OR USING COMPARATIVE THRESHOLDS, WHICH ARE USUALLY BASED ON PERCENTAGE VALUES (see instructions for further details). CHECK THE ONE YOU ARE USING (must check one):

[ ] COMPARATIVE (PERCENTAGE) THRESHOLDS OR [ ] DOLLAR VALUE THRESHOLDS

PART A -- PRIMARY SOURCES OF INCOME [Major sources of income to the reporting person - See instructions] (If you have nothing to report, write "none" or "n/a")

Table with 3 columns: NAME OF SOURCE OF INCOME, SOURCE'S ADDRESS, DESCRIPTION OF THE SOURCE'S PRINCIPAL BUSINESS ACTIVITY. Row 1: Miami Dade County Public Schools, 1500 Biscayne Blvd Miami, Florida, School Leadership.

PART B -- SECONDARY SOURCES OF INCOME [Major customers, clients, and other sources of income to businesses owned by the reporting person - See instructions] (If you have nothing to report, write "none" or "n/a")

Table with 4 columns: NAME OF BUSINESS ENTITY, NAME OF MAJOR SOURCES OF BUSINESS' INCOME, ADDRESS OF SOURCE, PRINCIPAL BUSINESS ACTIVITY OF SOURCE. Row 1: N/A.

PART C -- REAL PROPERTY [Land, buildings owned by the reporting person - See instructions] (If you have nothing to report, write "none" or "n/a")

Table with 1 column: REAL PROPERTY. Row 1: N/A.

You are not limited to the space on the lines on this form. Attach additional sheets, if necessary.

FILING INSTRUCTIONS for when and where to file this form are located at the bottom of page 2.

INSTRUCTIONS on who must file this form and how to fill it out begin on page 3.



**PART D — INTANGIBLE PERSONAL PROPERTY** [Stocks, bonds, certificates of deposit, etc. - See instructions]  
(If you have nothing to report, write "none" or "n/a")

TYPE OF INTANGIBLE	BUSINESS ENTITY TO WHICH THE PROPERTY RELATES
N/A	

**PART E — LIABILITIES** [Major debts - See instructions]  
(If you have nothing to report, write "none" or "n/a")

NAME OF CREDITOR	ADDRESS OF CREDITOR
N/A	

**PART F — INTERESTS IN SPECIFIED BUSINESSES** [Ownership or positions in certain types of businesses - See instructions]  
(If you have nothing to report, write "none" or "n/a")

NAME OF BUSINESS ENTITY	BUSINESS ENTITY # 1	BUSINESS ENTITY # 2
	N/A	
ADDRESS OF BUSINESS ENTITY		
PRINCIPAL BUSINESS ACTIVITY		
POSITION HELD WITH ENTITY		
I OWN MORE THAN A 5% INTEREST IN THE BUSINESS		
NATURE OF MY OWNERSHIP INTEREST		

**PART G — TRAINING** For elected municipal officers, appointed school superintendents, and commissioners of a community redevelopment agency created under Part III, Chapter 163 required to complete annual ethics training pursuant to section 112.3142, F.S.

I CERTIFY THAT I HAVE COMPLETED THE REQUIRED TRAINING.

IF ANY OF PARTS A THROUGH G ARE CONTINUED ON A SEPARATE SHEET, PLEASE CHECK HERE

**SIGNATURE OF FILER:**

Signature:



Date Signed:

10/19/23

**CPA or ATTORNEY SIGNATURE ONLY**

If a certified public accountant licensed under Chapter 473, or attorney in good standing with the Florida Bar prepared this form for you, he or she must complete the following statement:

I, \_\_\_\_\_, prepared the CE Form 1 in accordance with Section 112.3145, Florida Statutes, and the instructions to the form. Upon my reasonable knowledge and belief, the disclosure herein is true and correct.

CPA/Attorney Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**FILING INSTRUCTIONS:**

If you were mailed the form by the Commission on Ethics or a County Supervisor of Elections for your annual disclosure filing, return the form to that location. To determine what category your position falls under, see page 3 of instructions.

**Local officers/employees** file with the Supervisor of Elections of the county in which they permanently reside. (If you do not permanently reside in Florida, file with the Supervisor of the county where your agency has its headquarters.) Form 1 filers who file with the Supervisor of Elections may file by mail or email. Contact your Supervisor of Elections for the mailing address or email address to use. Do not email your form to the Commission on Ethics, it will be returned.

**State officers or specified state employees** who file with the Commission on Ethics may file by mail or email. To file by mail, send the completed form to P.O. Drawer 15709, Tallahassee, FL 32317-5709; physical address: 325 John Knox Rd, Bldg E, Ste 200, Tallahassee, FL 32303. To file with the Commission by email, scan your completed form and any attachments as a pdf (do not use any other format), send it to CEForm1@leg.state.fl.us and retain a copy for your records. Do not file by both mail and email. Choose only one filing method. Form 6s will not be accepted via email.

**Candidates** file this form together with their filing papers.

**MULTIPLE FILING UNNECESSARY:** A candidate who files a Form 1 with a qualifying officer is not required to file with the Commission or Supervisor of Elections.

**WHEN TO FILE: Initially,** each local officer/employee, state officer, and specified state employee must file **within 30 days** of the date of his or her appointment or of the beginning of employment. Appointees who must be confirmed by the Senate must file prior to confirmation, even if that is less than 30 days from the date of their appointment.

**Candidates** must file at the same time they file their qualifying papers.

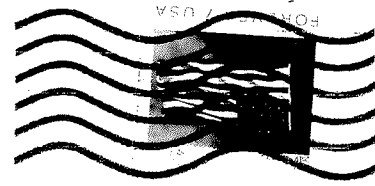
**Thereafter,** file by July 1 following each calendar year in which they hold their positions.

**Finally,** file a final disclosure form (Form 1F) within 60 days of leaving office or employment. Filing a CE Form 1F (Final Statement of Financial Interests) does not relieve the filer of filing a CE Form 1 if the filer was in his or her position on December 31, 2020.

101 W. Tropical Way  
Plantation, FL 33317

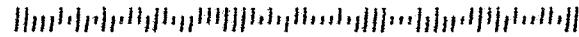
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20 OCT 2023 PM 1 L



Commission on Ethics  
P.O. Drawer 15709  
Tallahassee, FL 32317-5709

32317-570909



**Mail Piece Details**

 [Print this page](#)

**Recipient Address**

DONNA S. LEE  
10371 NW 11TH ST  
PLANTATION, FL 33322-6577

**Record / Case Number:**  
287813

**Return Address**

STATE OF FLORIDA  
COMMISSION ON ETHICS  
PO DRAWER 15709  
TALLAHASSEE, FL 32317-5709

**Entry Point ZIP:**  
32317

**Mail Piece Information**

**Tracking Number:** 92148901066154000189695727  
**Date Created:** 10/11/2023 10:12:13 AM  
**Mail Class:** USPS First Class Mail  
**Special Services:** Certified Mail  
Return Receipt Electronic  
**Memo:** --  
**Created By:** Kimberly Holmes - Commission on Ethics

**Signature Information**

**Signed For By:** DONNA S LEE  
**Signature Status:** Available ([Click Here](#))

*Having issues viewing the signature file?  
Make sure you are using the latest version of Adobe Acrobat Reader*

**Tracking Information**

**Pre-Shipment Info Sent To Usps, Usps Awaiting Item,** October 11, 2023, 12:00:00 AM  
**Pre-Shipment Info Sent Usps Awaits Item,** October 11, 2023, 10:41:00 AM, TALLAHASSEE,FL 32317  
**Origin Acceptance,** October 13, 2023, 01:11:00 AM, TALLAHASSEE,FL 32317  
**Processed Through Usps Facility,** October 13, 2023, 02:26:00 AM, JACKSONVILLE FL DISTRIBUTION CE 32203  
**Departed Usps Regional Origin Facility,** October 13, 2023, 06:16:00 PM  
**In Transit To Next Facility, Arriving On Time,** October 14, 2023, 12:00:00 AM  
**In Transit To Next Facility, Arriving On Time,** October 15, 2023, 12:00:00 AM  
**In Transit To Next Facility, Arriving Late,** October 16, 2023, 12:00:00 AM  
**In Transit To Next Facility, Arriving Late,** October 17, 2023, 12:00:00 AM  
**Delivered, Left With Individual,** October 18, 2023, 05:11:00 PM, FORT LAUDERDALE,FL 33317



October 19, 2023

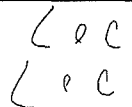

Dear MAIL MAIL:

The following is in response to your request for proof of delivery on your item with the tracking number:  
**9214 8901 0661 5400 0189 6957 27.**

**Item Details**

<b>Status:</b>	Delivered, Left with Individual
<b>Status Date / Time:</b>	October 18, 2023, 5:11 pm
<b>Location:</b>	FORT LAUDERDALE, FL 33317
<b>Postal Product:</b>	USPS Ground Advantage™
<b>Extra Services:</b>	Certified Mail™ Return Receipt Electronic
<b>Recipient Name:</b>	DONNA S LEE

**Recipient Signature**

Signature of Recipient:	
Address of Recipient:	

Note: Scanned image may reflect a different destination address due to Intended Recipient's delivery instructions on file.

Thank you for selecting the United States Postal Service® for your mailing needs. If you require additional assistance, please contact your local Post Office™ or a Postal representative at 1-800-222-1811.

Sincerely,  
United States Postal Service®  
475 L'Enfant Plaza SW  
Washington, D.C. 20260-0004

The customer reference information shown below is not validated or endorsed by the United States Postal Service. It is solely for customer use.

Reference ID: 92148901066154000189695727  
287813  
DONNA S. LEE  
10371 NW 11th St  
Plantation, FL 33322-6577

**BEFORE THE  
STATE OF FLORIDA  
COMMISSION ON ETHICS**

In re **Donna S. Lee**  
**Principal**  
**Employees**  
**Miami-Dade County Public Schools**

**PID#: 287813**

**NOTICE OF ASSESSMENT OF AUTOMATIC FINE**

The Commission on Ethics hereby gives notice of an assessment of a fine against you pursuant to Section 112.3145(8)(g), Florida Statutes, due to your failure to timely file your 2020 CE Form 1, Statement Of Financial Interests. Under the law, your 2020 CE Form 1, Statement of Financial Interests, was due by July 1, 2021. The law provided for a penalty-free grace period extending the due date to September 1, 2021. After that date, you accrued fines of \$25.00 per day for each day your financial disclosure was late, up to the maximum fine of \$1,500.00 (60 days late), pursuant to Section 112.3145(8)(g), Florida Statutes.

Inasmuch as your 2020 CE Form 1 has not been filed with the Supervisor of Elections for Broward County within the 60 days of the grace period date (September 1, 2021), you have accrued the maximum fine amount of \$1,500.00. This fine must be paid to the Commission on Ethics within 30 days of the date of this notice unless you appeal the fine to the Commission. The Commission has the authority to consider the appeal and waive the fine in whole or in part if your failure to file on time was due to "unusual circumstances" surrounding the failure to file. Unless the fine is successfully appealed, the Commission is required to investigate public officers and employees who receive the maximum \$1,500 fine, to determine whether their failure to file was willful. The penalty for willfully failing to file disclosure is removal from public office or employment.

**HOW TO APPEAL**

1. Read these instructions carefully before submitting your appeal.
2. **LEGAL AUTHORITY:** Appeals are governed by Section 112.3145(8)(g)3., Florida Statutes, and Commission Rule 34-8.215, Florida Administrative Code.
3. **FORMAT:** Your appeal must be in writing and mailed to Florida Commission on Ethics, P. O. Drawer 15709, Tallahassee, FL 32317-5709, or delivered to Florida Commission on Ethics, 325 John Knox Road, Building E, Suite 200, Tallahassee, FL 32303. The appeal may take the form of a letter or you may use the appeal form included in this mailing. The appeal form also is available at the Commission's website: www.ethics.state.fl.us. Click on "Financial Disclosure" and then the link to the sample appeal form.
4. **DUE DATE:** Your appeal must be received by the Commission on Ethics on or before **November 9, 2023**. **NOTE:** Failure to timely file an appeal will constitute a waiver of your right to appeal and will result in the entry of a default order against you.
5. **UNUSUAL CIRCUMSTANCES:** An appeal must demonstrate that you submitted your CE Form 1 after the extended due date because of "unusual circumstances." "Unusual circumstances" is defined in Commission Rule 34-8.215(4), Florida Administrative Code, as "uncommon, rare, or sudden events over which the reporting individual had no control and which directly result in the failure to act in accordance with the filing requirements." Therefore, circumstances that allowed for time to take steps necessary to file on time do not constitute "unusual circumstances" that will allow the Commission to waive the fine. You have the burden to establish "unusual circumstances." Your appeal must specifically state the circumstances that led to your not filing by September 1, 2021, and must include any documentation or evidence supporting your appeal, such as:
  - a. **SICKNESS/INJURY:** a statement from attending physician, including dates and nature of the illness or injury;
  - b. **LACK OF NOTICE (WRONG ADDRESS):** documentation that you did not reside at the address to which notice was sent;

- c. **LACK OF NOTICE (ABSENCE FROM HOME):** documentation establishing the period of time of your absence covering the notification period;
  - d. **CLAIM OF TIMELY FILING OF FINANCIAL DISCLOSURE:** (1) an affidavit from you attesting under oath or affirmation that you filed your financial disclosure and your recollection of when and how you filed and (2) a copy of a certified mail receipt and/or a copy of the completed form which was filed. If you have witnesses to your filing, we also will need an affidavit from each witness. NOTE: A claim of having filed the CE Form 1F for the current year does not satisfy the CE Form 1 filing requirement or excuse a late filing;
  - e. **LEFT PUBLIC POSITION BEFORE DECEMBER 31, 2020:** confirmation of your last date of office or employment by your former agency, showing the last date to be before December 31, 2020; or
  - f. **UNCLAIMED CERTIFIED MAIL:** if delinquency notice was addressed correctly but not received, you must explain why.
6. **YOUR RIGHT TO A HEARING:** You have the right to have your appeal heard by the Commission and to appear before the Commission at the hearing, but, to exercise this right, you must specifically request a hearing in your appeal. If you do not request a hearing, you will waive your right to a hearing, the Commission will determine the outcome of your appeal based upon the written record (including the documentation you provide and any documentation in your case file), and you will receive no further notice until after the Commission decides your appeal.

**FAILURE TO PAY FINE OR FILE APPEAL WITHIN 30 DAYS**

If you do not timely file an appeal or pay the assessed fine within 30 days of this Notice, a default order will be entered against you and the Commission will take the steps provided by law to collect the fine, including:

- Referral to the CFO of the Department of Financial Services, if you are a salaried state officer or employee, for withholding of a portion of your salary until the fine is satisfied; or
- Referral to your agency's governing body for withholding of a portion of your salary until the fine is satisfied;
- Referral to a collection agency, which can seek garnishment of your wages; and/or
- An additional civil penalty, not limited by this automatic fine, may be imposed if your disclosure statement is filed more than 60 days late and a complaint is filed against you pursuant to Section 112.324, Florida Statutes.

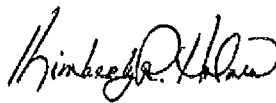
Please contact our office if you have any questions about this matter.

**CERTIFICATE OF MAILING**

I certify that a copy of the foregoing Notice of Assessment of Automatic Fine was furnished to:

**Donna S. Lee**  
10371 Nw 11th St  
Plantation, FL 33322 -6577

by Certified Mail on this Wednesday, October 11, 2023.



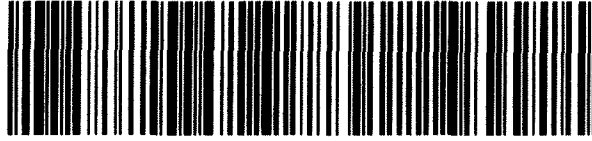
KIMBERLY R. HOLMES  
Program Administrator

Florida Commission on Ethics P. O. Drawer 15709 Tallahassee, FL 32317-5709	-or-	Florida Commission on Ethics 325 John Knox Road, Building E, Ste. 200 Tallahassee, FL 32303
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Tel.: (850) 488-7864  
Fax: (850) 488-3077  
Email: [disclosure@leg.state.fl.us](mailto:disclosure@leg.state.fl.us)



STATE OF FLORIDA  
COMMISSION ON ETHICS  
PO DRAWER 15709  
TALLAHASSEE, FL 32317-5709



9214 8901 0661 5400 0189 6957 27

**RETURN RECEIPT (ELECTRONIC)**

**287813**

**DONNA S. LEE  
10371 NW 11TH ST  
PLANTATION, FL 33322-6577**

34

**URGENT - Open Immediately!**

-----  
CUT FOLD HERE

Zone 4

-----  
6"x9" ENVELOPE  
CUT FOLD HERE

-----  
CUT FOLD HERE

**Florida Commission on Ethics  
Financial Disclosure Notification System  
Delinquency Certification (2021)**

I Joe Scott, the Supervisor of Elections of Broward County, hereby certify that each person whose ID number, name, agency, and position appears above or on the attached list:

(1) was sent a notice of the July 1, 2021 financial disclosure deadline and a blank Form 1, Statement of Financial Interests, not later than June 1, 2021;

(2) was determined to be delinquent in filing a Form 1, Statement of Financial Interests, by July 1, 2021;

(3) was sent a delinquency notice by certified mail not later than August 1, 2021 advising him or her of the grace period in effect until September 1, 2021; and of the penalties that could be imposed as provided in Section 112.3145(8)(c), Florida Statutes; and

(4) did not file a Form 1, Statement of Financial Interests, until the date shown or, had not filed a Form 1, Statement of Financial Interests by October 31, 2021; and further

(5) that the date of filing shown is based upon the earliest of the following:  
(a) when the Form 1 was actually received by my office;  
(b) when the Form 1 was postmarked;  
(c) when the certificate of mailing (if any) was dated; or  
(d) when the receipt (if any) from an established courier company was dated.

Signed



\_\_\_\_\_  
SUPERVISOR OF ELECTIONS



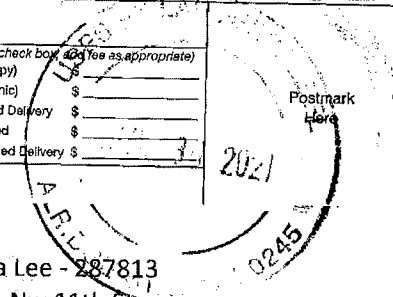
7016 0680 0000 0648 2525

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<input type="checkbox"/> Return Receipt (hardcopy)	\$	
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<input type="checkbox"/> Certified Mail Restricted Delivery	\$	
<input type="checkbox"/> Adult Signature Required	\$	
<input type="checkbox"/> Adult Signature Restricted Delivery	\$	
Postage	\$	
Total Postage	\$	
Sent To	Donna Lee - 287813	
Street and A	10371 Nw 11th St,	
City, State, ZIP	Plantation, FL 33322	





**Financial Disclosure Management System**  
THE FLORIDA COMMISSION ON ETHICS

Filer - Fines and Appeals - PID 287813 - Donna S. Lee

Filer Information

Org Membership

Forms

Communications

Fines and Appeals >

View All

**Filer Flags**

- [2000](#) [2001](#) [2002](#) [2003](#) [2004](#)
- [2005](#) [2006](#) [2007](#) [2008](#) [2009](#)
- [2010](#) [2011](#) [2012](#) [2013](#) [2014](#)
- [2015](#) [2016](#) [2017](#) [2018](#) [2019](#)
- [2020\(S\)](#) [2021](#) [2022](#) [2023](#)

<<2023 Form Year

**Status**

Filing: INACTIVE

Fine: No Fine

**Flags**

Public Address

Filing Extensions

Indefinite: None

Temporary:

None

Eligible for Fines

The filer has fines for: [2021 \(Appeal\)](#)

2021 Fines and Appeals

Form Year 2020 Filed Forms

Received Date	Form Type	Form Signed	Filed by Email	Filing Location	Updated	Comments
10/23/23	Form 1	Yes	No	SOE	holmesk on 11/12/2023	Received by COE on behalf of Broward Supervisor of Elections

2021 Fine Information

[Update Fine Information](#)

[Assign Agency Contact](#)

Fine Balance	Fine Status	Fine Date	Original Assessment	Fine Amount	Last Payment Date	Payment Plan Start Date	Payment Plan Amount
\$1,500.00	Appeal	10/10/2023	\$1,500.00	\$1,500.00			

Fine Address 10371 Nw 11th St Plantation FL 33322-6577

Org/Suborg Miami-Dade County Public Schools-Employees

2021 Fine Payment History

Date Posted	Description	Amount	Method	Payment ID	Comments
10/10/2023	Fine Levied	+ \$1,500.00			Fined \$1500.00

Current Balance: \$1,500.00

 **Add a New Filer**

 **Jump To A Filer**

PID:

 **Quick Filer Search**

First Name:

Last Name:

2021 Fine Year Event

Chronology

<input checked="" type="checkbox"/> Date	Type	Description	Reference
<input type="radio"/> 08/20/2021	Postcard Sent	Courtesy Postcard Reminder	Print Queue: <u>8/20/2021</u> Printing Confirmed: 8/20/2021

Letter Sent To:  
Donna S. Lee  
10371 Nw 11th St  
Plantation, FL 33322 -6577

<input type="radio"/> 09/8/2021	Letter Sent	Courtesy Notice of Fines Accruing	Print Queue: <u>9/8/2021</u> Printing Confirmed: 9/8/2021
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Letter Sent To:  
Donna S. Lee  
10371 Nw 11th St  
Plantation, FL 33322 -6577

09/15/2021 Filer      Filer kept getting notices      Emily Prine  
Communication: referencing she was elected  
Phone      official so she discarded had  
NO IDEA what a Form 1 was!  
Told her we would  
figure/work it out. Emailed  
her Form 1 and ask she send  
me a picture or scan the  
letter and send to me

09/15/2021 Filer      From: Prine.Emily Sent:      Emily Prine  
Communication: Wednesday, September 15,  
Email      2021 8:31 AM To:  
'dragonfly0127@hotmail.com'  
Subject: Form 1 2020  
Importance: High

10/10/2023 Fine Levied      Fined \$1500.00      Journal: 10/10/2023  
9:33 AM

10/10/2023 Notice of      Initial Fine Notice      Journal: 10/10/2023  
Assessed Fine      9:46 AM



	<p>Hearing Requested: No Appeal Reason: Other Appeal Notes: Appeal Number: FD 21-027 Appeal Analyst Assigned: Final Order Number: Final Order Date:</p>	
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