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September 19, 2003

MEMORANDUM

TO: District Gifted Coordinators
University Lab School Directors

FROM: Donnajo Smith, Program Specialist for Gifted

SUBJECT: District Gifted Coordinators' Meeting at Florida Association for Gifted

Please plan to attend the District Gifted Coordinators' Meeting at the Sheraton World Resort in Orlando, Florida on Thursday, October 16, 2003, from 9:00 a.m. – 4:00 p.m. prior to the Florida Association for Gifted (FLAG) conference. Updates on Florida Department of Education (DOE) activities will be provided during this meeting. In addition, there will be presentations on topics of special interest. The afternoon will be devoted to district size-alike meetings to discuss issues of concern. Check at the hotel registration desk for the room assignment.

Hotel information and FLAG conference registration materials are enclosed. Please distribute this information to teachers, administrators, parents, and others who are interested in the education of gifted children. Registration and attendance at the FLAG conference are not required for participation in the DOE District Coordinators' Meeting. All travel expenses are the responsibility of the school district. Accommodations for participants who have special needs will be available. To ensure appropriate accommodations, please contact me at (850) 245-0478 before October 9, 2003.

Best wishes for a good school year! I look forward to seeing you in Orlando!

DS/jm

Enclosures

cc: Exceptional Student Education Directors

SHAN GOFF
Chief
Bureau of Instructional Support and Community Services