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February 15, 2008

MEMORANDUM

TO: MIS Contacts

FROM: Garnet L. Dukes, Jr.

A handwritten signature in black ink that reads "Garnet Dukes".

SUBJECT: [2008 DOE Information Database Workshop](#)

To promote the goal of providing Quality Efficient Services in fulfillment of its mission, the Florida Department of Education will conduct its annual database workshop June 17 – 19, 2008, at the Florida Hotel & Conference Center, 1500 Sand Lake Road, Orlando. This year, we will cover updates in procedures and requirements related to the DOE Information Database system.

In addition, the workshop will provide an overview of the state's current student, staff, and finance database requirements for both technical and program staff in your district. This year we will be working in partnership with the Office of Independent Education and Parental Choice to offer training to district and charter school staff. Issues specific to charter schools will be addressed in additional breakout sessions which will be available to all interested participants.

All registrations must be completed on-line at <http://data.fldoe.org/register/eias/>. This will allow us to provide nametags and have a head count of attendees.

Additional hotel and meeting information are also available online. If you have any questions or need further assistance, please contact Arlene Roberts at arlene.roberts@fldoe.org, or Shel DuBose, sheryl.dubose@fldoe.org, or call (850) 245-0400 or SC 205-0400. A tentative agenda will post in the next couple of weeks. Remember that you need to view the tentative agenda periodically for updates and changes. The **final agenda** will post on **June 6, 2008**.

We look forward to a good turnout this year. Last year, more than 750 district-level and school-level representatives participated. With your participation, this will be another productive and successful workshop.

GLD:af

GARNET L. DUKES, JR.
Accountability, Research, and Measurement