

FLORIDA DEPARTMENT OF EDUCATION



CHARLIE CRIST
Commissioner

January 6, 2003

SHAN GOFF, CHIEF
BUREAU OF INSTRUCTIONAL SUPPORT
AND COMMUNITY SERVICES

MEMORANDUM

TO: FDLRS Associate and Specialized Center Managers
FDLRS Coordinating Council Members

FROM: Michele Polland, Administrator

SUBJECT: FDLRS Update and Training Meeting

We are pleased to announce that the Florida Diagnostic and Learning Resource System (FDLRS) Update and Training Meeting has been scheduled for February 18-19, 2003, in Tampa, Florida. The meeting will begin on Tuesday, February 18, 2003, from 10:00 a.m. until 4:00 p.m. and Wednesday, February 19, 2003, from 9:00 a.m. until 3:00 p.m. Attached is a tentative agenda for the meeting.

Guestrooms have been reserved at the Radisson Riverwalk Hotel, 200 North Ashley Drive, Tampa, Florida at a group rate of \$93.00. To ensure the group rate, please reserve your room no later than January 18, 2003, by calling the hotel directly at (813) 223-2222 or (800) 333-3333. Please specify "Florida Diagnostic and Learning Resources System Group Block." A 24-hour shuttle service is available through Bay Shuttle for a nominal fee of \$7.00 each way (based upon a round trip adult ticket purchase). You may call Bay Shuttle's toll free number, (866) 259-9929, to make advanced reservations. Valet parking is available at the hotel at a rate of \$5.00 per day. There will be no travel or per diem expenses reimbursed by the state.

If you have additional questions, please contact Karen Morris at (850) 488-1106, or by email: Karen.Morris@fldoe.org or fax (850) 922-7088. We are looking forward to meeting with all of you again.

MP/km/gd

Attachment

cc: Rachel Spanjer
Janet Adams
Kelly Claude
Iris Palazes