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MEMORANDUM

TO: President Richard McCullough
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Vice President Michael Alford
Vice President Carolyn Egan
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Vice President Janet Kistner
Vice President Marissa Langston
Vice President Stacey Patterson
Vice President Marla Vickers

FROM: Renisha Gibbs, Associate Vice President for Human Resources/
Finance & Administration Chief of Staff

DATE: April 10, 2024

SUBJECT: Take Our Daughters and Sons to Work Day – April 25, 2024

Leon County Schools has announced that the annual “Take Our Daughters and Sons to Work Day” will be held on April 25, 2024. FSU has not traditionally sponsored this as a university-wide activity but endorses flexibility for participation decisions at the division and department levels.

The following are recommended guidelines should participation be allowed:

- Any child in grades three through eight is eligible.
- An employee should request permission in advance, and participation is based upon supervisor and department head approval.
- The attached document, “Student Intent to Participate in Take Our Daughters and Sons to Work Day,” must be submitted to the participating child’s school before April 25, 2024.
- A letter from the sponsoring department substantiating the excused school absence is required when the child returns to school and is due no later than May 1, 2024. The attached template may be utilized or placed on the department’s letterhead.
- Take any appropriate precautions to ensure the child’s safety.

Should you have any questions, please contact Christine Conley at caconley@fsu.edu

cc: DDD-Listserv