

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

April 6, 2004

MEMORANDUM

TO: REGIONAL EXECUTIVE STAFF, CIRCUIT MANAGERS, AND
CHILDREN'S DIVISION STAFF

FROM: FREDERIC M, SIMMENS, DIRECTOR

SUBJECT: NORTHEAST REGION SUMMER ADOPTION FESTIVAL

REFERENCE: CHILDREN'S DIVISION

DISCUSSION:

The purpose of this memorandum is to announce the Summer Adoption Festival, hosted by the Northeast Region Children's Division Adoption Workers. The Summer Adoption Festival will be held at Oakland Park in Columbia, Missouri on Saturday, June 12, 2004, from 11:00 a.m. to 2:00 p.m. Children with a goal of adoption are invited from throughout the state. The children's workers or foster parents are asked to accompany the child to this event. Licensed or prospective adoptive parents are also invited to participate in this statewide event as well.

Attached is a flyer that can be copied and used as an invitation to adoptive parents from your area. The flyer can also be used to post in public locations to let individuals interested in adopting know about the festival. Also attached is a letter that may be copied and sent to area churches to post and place notices in bulletins.

Adult and child registration forms, as well as liability forms, are attached. These forms must be completed for every child and accompanying adult. Return these forms to Deborah Douglass, SSWII, in St. Charles County Children's Division no later than April 12, 2004.

If you have any questions regarding this event, please contact Sue Jones at the Boone County Children's Division at (573) 882-9180.

NECESSARY ACTION:

1. Share this information with all Children's Division staff.
2. If you have a child that would benefit from attending this event, complete the attached forms and return them to Deborah Douglass in St. Charles County by April 12, 2004.
3. Share this information with licensed and prospective adoptive parents within your county.
4. Post the attached flyer in public areas in order to promote this event.
5. If you have any questions regarding this event, call or e-mail Susan L. Jones in Boone County at the number listed above.

FMS/JN:js

Attachments:

Adoption Exchange of Missouri Consent
Adult Participant Registration Form
Male Child Registration Form
Female Child Registration Form
Church Notice Letter
Summer Adoption Festival Invitation