

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

April 14, 2004

MEMORANDUM

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

FROM: FREDERIC M. SIMMENS, DIRECTOR

SUBJECT: FAMILY CONNECTIONS ADOPTION FAIR 2004

REFERENCE: CHILDREN'S DIVISION

DISCUSSION:

The purpose of this memorandum is to announce the Family Connections Adoption Fair, hosted by the Greene County Children's Division Adoption Workers.

The Third Annual Family Connections Adoption Fair will be held Saturday, June 5, 2004, from 10:00 a.m. to 2:00 p.m. at Praise Assembly of God, 3535 N. Glenstone, Springfield, MO. Children, whose goal is adoption, and their workers are invited to attend. Prospective and currently licensed foster/adoptive families are invited to participate in this event.

The focus of this event is to give families and children the opportunity to meet and interact in a fun and relaxed environment. This year's event will be open to the public to allow individuals who have been considering fostering or adoption an opportunity to learn more about the children in our care and the programs offered.

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.

Children and their workers are required to register in advance and should return registrations forms, signed release of liability statements and signed Consent for Special Recruitment Efforts forms to Greene County no later than April 30, 2004.

If you have any questions regarding this event, please call the Greene County Children's Division at (417) 895-6176 or (417) 895-5896.

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 Greene County by April 30, 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 the Greene County Children's Division at the numbers listed above.

FMS/JN:js

Attachments:

CHILD REGISTRATION FORM
VOLUNTEER REGISTRATION FORM
WORKER PARTICIPANT REGISTRATION FORM
FLYER