



FLORIDA STATE UNIVERSITY
OFFICE OF HUMAN RESOURCES
282 Champions Way
PO Box 3062410
Tallahassee, FL 32306-2410
Phone: (850) 644-6034
Fax: (850) 645-4670

MEMORANDUM

TO: President John Thrasher
Provost and Executive Vice President Sally McRorie
Vice President Kyle Clark
Vice President Tom Jennings
Vice President Janet Kistner
Vice President Gary Ostrander
Interim Vice President Angela Chong
General Counsel Carolyn Egan
Interim Athletic Director David Coburn
Associate Vice President Kathleen Daly
Assistant Vice President Browning Brooks

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

DATE: April 2, 2019

SUBJECT: Take Our Daughters and Sons to Work Day – April 25, 2019

Leon County Schools has announced that the annual “Take Our Daughters and Sons to Work Day” will be held on April 25, 2019. FSU has not traditionally sponsored this as a university-wide activity, but endorsed flexibility for participation decisions to be made 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 prior to April 25, 2019.
- A letter from the sponsoring department substantiating the excused school absence is required for when the child returns to school.
- Take any appropriate precautions to ensure the child’s safety.

Should you have any questions, please contact Shelley Lopez at (850) 644-6602.

cc: DDD-Listserv