


Scott Daughtry

DIVISION OF PARKS AND RECREATION

October 23, 1997

STAFF DIRECTIVE 97-33

TO: Section Chiefs
 District Superintendents
 Program Managers
 Administrative Staff

FROM: Philip K. McKnelly 

SUBJECT: Reading Files

Staff Directive 85-6 established the practice of maintaining a reading file for both sections of the Division and each district office, the contents of which were forwarded to the director along with the weekly activity report. This practice has been discontinued.

This Staff Directive rescinds Staff Directive 85-6. The use of a reading file by the sections, programs, and district offices is optional.

PKM/GSR