M E M O R A N D U M

TO: All Locations

FROM: Information Technology Services (ITS)

SUBJECT: **SYSTEMS AVAILABILITY - October 2 - 3, 2004**

Information Technology Services (ITS) will be performing system maintenance beginning at 4:00 p.m. on Saturday, October 2 and will continue until 4:00 p.m. on Sunday, October 3. During this time, access to mainframe, Internet, Intranet, and District E-mail **will not** be available. Upon completion of this maintenance, the Internet, Intranet and District E-mail will be available. Mainframe applications will be available on Monday, October 4, at 5:30 a.m.

We apologize for any inconvenience this may cause. If you have any questions regarding this memo, please call Support Services at 305-995-3705(0).