

## MEMORANDUM

TO: All Locations

FROM: Information Technology Services (ITS)

SUBJECT: **Renaming of Distribution Lists**

Based on the recent School Board action regarding the name change of ACCESS Centers to Region Centers, distribution lists within the District E-mail system that reference ACCESS centers will change. Examples of affected distribution lists are:

ALL_ACCESS_SUPTS	to	ALL_REGIONS_SUPTS
ALL_ACESSS_DIRECTORS	to	ALL_REGIONS_DIRECTORS
ALL_ACCESS01_ELEMENTARY	to	ALL_REGIONS01_PR_ELEMENTARY (for all Regions and levels)
ALL_ACCESS01_MST	to	ALL_REGIONS01_MST (for all Regions and levels)
ALL_ACCESS01_TEACHERS_MIDDLE	to	ALL_REGIONS01_TEACHERS_MIDDLE (for all grade levels)
ALL_ACCESS01_TEACHERS_MIDDLE	to	ALL_REGIONS01_PR_SENIOR (for A/P's also)

If you have any questions regarding this memo, please call Support Services at 305-995-3705.