

MEMORANDUM

TO: All Locations

FROM: Information Technology Services (ITS)

SUBJECT: **INTERNET / NETWORK AVAILABILITY - Weekend of February 12, 2005**

As part of the continuing system maintenance/upgrade process to the District's core Network systems, Information Technology Services (ITS) will perform software and hardware upgrades beginning 4:00 p.m. on Saturday, February 12, 2005, and lasting until 12:00 a.m. Sunday, February 13, 2005. During this time, access to the District E-mail, Internet and Intranet Applications will not be available.

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