

MEMORANDUM

August 9, 2005

TO: All Locations

FROM: Information Technology Services

SUBJECT: **SYSTEM MAINTENANCE - WEEKEND OF AUGUST 13, 2005**

To provide preventive maintenance to the District's network and equipment, Information Technology Services (ITS) will perform this maintenance according to the following schedule:

- Saturday, August 13, 2005 - maintenance will begin at 4:00 p.m. through 12:00 a.m.
- Sunday, August 14, 2005 - maintenance will begin at 8:00 a.m. through 4:00 p.m.

During these maintenance processes, users may experience sporadic interruptions with access to the district network.

******* IMPORTANT NOTE *******

Schools using an electronic gradebook program must not try to access the gradebook during the maintenance periods listed above.

We apologize for any inconvenience this may cause. If there are questions regarding this memo, please contact Support Services at 305-995-3705.