

MEMORANDUM

TO: All Locations

FROM: Information Technology Services

SUBJECT: **SYSTEM MAINTENANCE - WEEKEND OF DECEMBER 3-4, 2005**

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

- Saturday, December 3, 2005 - maintenance will begin at 4:00 p.m. through 12:00 a.m.

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

- M-DCPS District e-mail

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