M E M O R A N D U M

February 3, 2006

ITS#20060203-09:45

To: All Locations

FROM: Information Technology Services (ITS)

SUBJECT: **SYSTEM MAINTENANCE – WEEKEND OF FEBRUARY 4-5, 2006**

Purpose of Memo

In order to perform system enhancements, access to the District's mainframe, network, and equipment, Information Technology Services (ITS) will perform maintenance according to the following schedule.

- Saturday, February 4, 2006 – maintenance will begin at 4:00 p.m. continuing through 10:00 p.m.

During this maintenance process, the following applications will be unavailable:

- Instructional Planning System (IPS)
- File Download Manager (FDM)
- Student Locator (SLC)
- Limited English Proficiency (LEP)

Cost Effective Solution

To provide enhanced performance to M-DCPS applications.

Business /Operations Impact

Access to applications will be unavailable.

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