

Dear Parent/Guardian:

In the past, many parents/guardians informed us that they did not receive the *Emergency Calling System* messages concerning school closings or delayed openings. If you would like to add another phone number (i.e. cell phone) or email address to our call database please contact your building Principal's office.

It is important that we have updated information and accurate phone numbers and/or email addresses in our PowerSchool database. Please communicate with your child's school if you have not received one or any of our *Emergency* messages in the last several months and have them check your information for accuracy.

Some issues that may prevent you from receiving a call are:

- if your phone is in use while a call is being transmitted
- if you have call waiting
- if you have call blocking
- if you recorded a long answering machine message

Please contact your child's school if there are any issues with your contact information.

Thank you in advance for your cooperation.

Very truly yours,

Emanuele L. Triggiano
Superintendent of Schools