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Ashwaubenon School District Staff,

We have recently cut-over to our new rapid communication system, **SchoolMessenger**. This is the system we'll be using to keep staff and parents informed of emergency notifications, such as snow days, and other school/district announcements. SchoolMessenger replaces our old system which was BlackboardConnect. We are now ready to activate the **texting** feature of the system. Like the old system, SchoolMessenger requires an **opt-in process** for texting.

This Saturday, November 8th, between 10:00am and 7:00pm, we will be sending an opt-in message to all STAFF cell phones on file in PowerSchool. **To continue receiving text messages from us, you will have to reply, or opt-in, to Saturday's opt-in message** (see below). Since we plan to send text messages for only urgent notification situations - snow/cold days, un-planned early releases, lockdowns, etc. - we encourage staff to opt-in so they can be kept informed in such situations.

The text message will look like this:

*AshwaubenonSchools text messages. Reply Y for approx 3 msgs/mo. Text HELP for info.
Msg&data rates may apply. See schoolmessenger.com/tm*

Reply **Y** (abbreviation for Yes) to the message in order to opt-in and continue receiving our texts.

If you want to opt-out so you don't receive text messages from us on that specific phone, reply STOP to the message above. You can later decide to opt-in by texting the word YES or the word SUBSCRIBE to the number 68453. Likewise, you can opt-out in the future by texting the word STOP to the number 68453.

We plan to send a similar opt-in text message to all PARENTS the following Saturday, November 15th from 10:00am to 7:00pm. We will be sending parents an email similar to this one to give them a heads-up and instructions for their opt-in message. If you are both a staff member and a parent, you should only receive the opt-in message once per cell phone on record. For example, if you opt-in or opt-out to the STAFF text message on your cell phone, you will not receive the PARENT opt-in message on that same phone since you've already responded.

As always, please keep your contact information up to date with us. Staff should email any changes to their home phone, cell phone, home email address and mailing address to Nancy Pierce at npierce@ashwaubenon.k12.wi.us.

Thanks!

Brad