

Pleasant Plains Community Unit District #8

Unit Office – P.O. Box 20, 315 W. Church, Pleasant Plains, IL 62677
Phone: 217 626-1041
Fax: 217 626-1082
www.ppcusd8.org

Maureen Talbert, Superintendent

Jamie Yates, Elementary Principal – 217 626-1221
John Marsaglia, Middle School Principal – 217 626-1061
Mike Ward, High School Principal – 217 626-1044

August 28, 2008

Dear Parents and Guardians,

Last year the school district implemented the School Reach Parent Notification System, designed to notify all households and parents by phone within minutes of an emergency or unplanned event that may cause early dismissal, school cancellation or a late start. The service may also be used to communicate meeting reminders, and/or general announcements. The service, provided by SchoolReach, specializes in school-to-parent communication. *Please note, we will also continue to use the radio and TV for school closing announcements.*

The SchoolReach system will be programmed to call the primary phone number that you provided to the District through the school registration process. We would also like to update our files with new **“daytime” numbers if it is different than the home phone number** (i.e. cell phone or work number).

The SchoolReach service will deliver the message to both live answer and answering machines. No answers and busy signals will be automatically retried twice in 15-minute intervals after the initial call.

Please know that this service requires no registration on the part of the parent. Also, the information and contact numbers are strictly secure and confidential, used only for the purposes described in this letter.

Here is specific information that you should know:

1. **Caller ID:** The call ID will display the building or district office phone number
2. **Live Answers:** There is a short pause at the beginning of the message, usually for a few seconds. Answer your call as you normally would “Hello” and then hold for the message to begin. Multiple “Hello’s” will delay the message. Please inform all household members who may answer the phone of this process.
3. **Answering Machines:** The system will detect that your machine has answered and will play the recording for your machine. The maximum number of rings the system is programmed for before hanging up is 5. Please make sure that your machine answers after 4 rings or you may miss the message.

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4. **Morning and Day Calls:** In the event a school cancellation is made the night before or in the early morning hours, the broadcast message will be sent only to home phone numbers. In the event that a school cancellation decision is made during the day, the broadcast message will be sent to your home and daytime phone number (if on file).

5. **Daytime phone number:** To families that have changed the daytime number or new families to the district, we ask that you complete the registration form below and return to school on or before September 8, 2008. If we need to use the system prior to that time, we will use the information we have on home phone numbers.

If you have any questions or concerns related to the SchoolReach Parent Notification System, please feel free to contact your building principal or the Unit office at 626-1041.

Respectfully,


Maureen Talbert,
Superintendent

Student Name: _____ Grade: _____

Student Name: _____ Grade: _____

Student Name: _____ Grade: _____

Student Name: _____ Grade: _____

Home Phone Number: _____

Daytime Phone Number: _____ Circle: *Cell, work, other*

Please return to your child's building by September 8, 2008

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