

## Blackboard Communications Form

Please provide contact information below to be added to the Blackboard Connect Mass Notification System. The completed form should be returned to Julia Tomaine in the District Office. (Types of information that will be disseminated will include the following but not limited to: Delays, Closures, Important Information regarding the operation of the schools, Emergency Information, etc.)

**THE INFORMATION YOU PROVIDE BELOW WILL BE USED TO CONTACT YOU WHEN THE BLACKBOARD SYSTEM IS UTILIZED – PLEASE PRINT CLEARLY**

<b>Name:</b> (Please Print)				
<b>Primary Number Home:</b>			This number can receive text messages: YES NO (Circle One)	
<b>Primary Number Cell:</b>			This number can receive text messages: YES NO (Circle One)	
<b>Primary Email Personal Address</b>				
<b>Primary Email Work Address</b>				
<b>Building Assignment</b> Circle all that apply	COLD SPRING	SEYMOUR	STISSING	TRANSPORTATION

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

If your address and/or phone number changes after completing this form, please notify Julia Tomaine, Personnel Administrator at extension 1408, or by email at [j.tomaine@ppcsd.org](mailto:j.tomaine@ppcsd.org) to make sure current information is in your personnel file.