

To: ALL DISTRICT EMPLOYEES
From: The District Office
Subject: **2008-2009 Personnel Directory**
Date: August 28, 2008

Welcome Back!!!!

Soon you will be receiving a copy of the North Rose-Wolcott Personnel Directory. In order to complete this task in a quick, efficient manner I am asking that you please provide the information listed below. **Even if your information HAS NOT CHANGED, I respectfully request that you fill out all areas.** Thank you SO MUCH for your help with this!

Name _____

Mailing Address _____

Street # (if PO Box) _____

City/State/Zip _____

Telephone # _____

Building _____

Subject/Area _____

_____ **Please check here if this information is the same as last year.**

☎Connect ED is our telephone notification system.

Do you have an additional number that you would like to be reached at for Connect ED calls? Please provide it:

☎Please remember that this information is only shared throughout the district. It does not go to the public. If you would **not** like your phone number or address published in the directory please check here _____

Please return this form to Sara Visconti at the District Office **no later than September 14, 2008.** Thank you and have a GREAT school year!!