

November 7, 2008

To: Smitty

From: Monty Aldrich

**THOUGHTS FROM THE UNIT OFFICE...**

Congratulations to the Louisville Chamber of Commerce on another successful Fall Festival. The weather ended up being a little better than forecasted, but it's always a mystery as to how it is going to turn out. It's great that there are several people continuing to make sure that there are activities of interest built around the parade to keep people coming back every year. It is also important that our school staff generate student activities to keep the youth involved in the tradition. I have noticed an increase in our school staff and students' involvement in contributing to the festival. Thanks to everyone for your contributions!

I appreciate everyone's patience with the testing of our new School Reach system. I believe we have many of the wrinkles out of the testing results so we should be ready to go when needed. Again, if you are being called by this system and do not want to be called, you need to notify the school office of the child's family that listed you as a contact. We also ran into some call forwarding situations where people had original call numbers forwarded to work. People at the workplace had no clue as to why the school was calling. It is vital that you update your emergency phone numbers or this system won't benefit you.

Our biggest problem has been when a family lists four or five phone numbers to contact and they end up seeing the North Clay Unit Office come up on their caller ID. Everyone needs to check all of the numbers that were listed for the message that was sent. Instead, we have had a great amount of people call our number back wondering what was wrong. It tied up our phone line and our two ladies at the office for four hours during the testing. This ended up overloading the entire phone system. Please, please be patient as the system will call you back at least three times attempting to deliver my message. This system is an awesome tool for communication but we need everyone to follow these guidelines to maximize the benefits.

The School Reach system will be our primary source for any weather-related cancellations, early dismissals, major announcements, and a few other necessary incidences. It will also be our emergency calling system in the event of a crisis or a "rumor about a crisis". Regarding weather-related cancellations, it is necessary for us to call off school for ice or snow by 6:00 a.m. This could result in you being called by the system at that time of the morning. Occasionally, we call off school the previous evening, but that decision may not be made before 10:00 p.m. So, you could potentially be called at the listed times above. Please understand that you can have "School Reach" contact numbers listed for this purpose, and keep other emergency contact numbers at each school office for individual emergency communication.

The other main source that I will contact in the event of any happenings mentioned in the previous paragraph is WNOI-FM Radio 103.9 (Flora). I am no longer contacting all other radio and television stations unless for some odd reason our School Reach system is down. WNOI also posts announcements on their website at [www.wnoi.com](http://www.wnoi.com).

We also have now created a Pesticide Registry for the purpose of notifying those parents/guardians in the event that we use pesticides on school grounds. We have adopted an Integrated Pest Management Plan where we will notify those registered in advance of any spraying of Roundup®, for example. The School Reach system will be used to make contact with those registered as well.

Through a grant, our district has been able to replace an antiquated security system with a new, modern multi-camera infrared system all across campus. This system has been installed for a variety of reasons including as a deterrent to reduce vandalism, for unwanted traffic, to provide evidence in the event of a hit and run accident, and for security reasons with students and staff. This grant was initiated by David Reis in cooperation with the Illinois Department of Commerce and Economic Opportunity.

Recently, we've had a variety of unannounced visitors at our school waiting to talk to various administrators and/or staff. Please understand that if you are extremely upset and are unable to call to make an appointment, the people you need to see may be occupied with other happenings or school-related situations that could require a lengthy amount of time. It is sometimes difficult to end one situation to attend to someone unannounced. At the beginning of the day and end of the day, each office is extremely busy with a multitude of tasks and requests. Please call to make an appointment and confirm so that you may not have to wait in the outer office while being upset.

Our administration is looking at preparing a proposal to reduce the amount of unruly spectators at our sporting events. With many IHSA, IESA, SIJHSAA and other local organized events, there has been a rash of incidents where unacceptable behavior has been displayed. Our district is considering adopting some guidelines for the general spectators and fans at contests and events. With basketball in nearly full swing, we will be projecting some guidelines, rules and consequences regarding these types of incidents at our events. Stay tuned.

Until next time, have a wonderful and safe Thanksgiving break.