



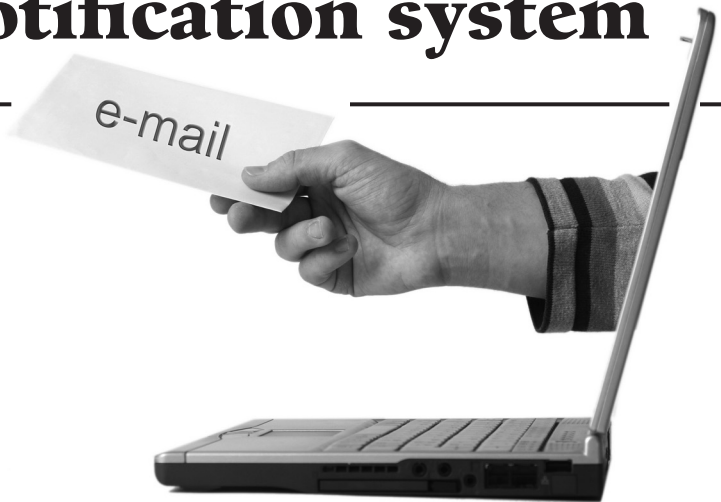
# Schuylerville's e-mail emergency notification system

**S**chuylerville Central School District is pleased to announce the availability of an e-mail emergency notification system called, "School News Notifier (SNN)."

School News Notifier is an **opt-in** e-mail alert system. Three types of alerts are available—emergency closings and delays, Elementary School notifications and/or Jr.-Sr. High School notifications. Parents, residents and staff members are given the option to receive any or all of the alerts and they can unsubscribe at any time.

Those wishing to subscribe to the service can sign up at <https://snn.neric.org/schuylerville/> or by going to the Schuylerville Central School District's homepage (<http://www.schuylervilleschools.org>) and clicking on the SNN icon at the bottom of the page.

The system was implemented in response to community requests. Many parents and residents asked district officials to explore the technologies available for sending up-to-the-minute alerts. SNN is a great option because it gives the district one more avenue for reaching parents and others during emergencies or other events when it's important to communicate time-sensitive information.



District staff members will still communicate in the ways we have in the past—phone calls, letters home, the media and the district Web site—but this is an additional resource.

Alerts from Schuylerville's SNN system will be restricted to messages that are significant enough to warrant immediate attention—for example, alerts about school closings or events that would necessitate letters being sent home with students.

The messages will show the sender as [notifier@schuylerville.org](mailto:notifier@schuylerville.org). The alerts are sent through an automated system, so recipients should not respond to the messages by using their "reply" or "reply to" e-mail options. Most alerts will contain details on how you can get more information.



# Questions & Answers

## How do I sign up?

Go to the SNN home page (<https://snn.neric.org/schuylerville/>) and create a profile. You will be asked to fill in your name and e-mail address and to select a password. Once you create your profile, a confirmation code is e-mailed to you. Obtain that code. Then, on the next screen, you'll be asked to enter the code and select which alerts you would like to receive. Once you choose your alerts and click "subscribe," you'll be all set! (You can change your selected alerts at anytime by logging on to the system.)

## What notifications do you offer?

Currently, we offer three types of notifications: emergency school closings and delays, Elementary School news and/or Jr. Sr. High School news.

## How do I log in?

Go to the SNN home page, enter your e-mail address and password in the appropriate fields and press the Login button.



## How often will I receive e-mail notifications?

The number of e-mails you receive will depend on which notifications you have signed up for and how often alerts are determined to be necessary by school administrators. The notifications will be time-sensitive and should be read upon receipt.

## How do I change the notifications I am subscribed to?

After you log in, your profile page will appear. Click the checkbox next to each notification you'd like to receive and then click "Update." If you leave a box blank, you will automatically be removed from that list.

## How do I unsubscribe from ALL notifications?

If you decide that you don't want to receive ANY updates from the SNN system, it is easy to unsubscribe. When you visit the SNN home page, there is an "unsubscribe" link on the right-hand navigational rail. Click on it, fill in the form and you're done!

## Why does my e-mail program think your notifications are junk mail?

Some e-mail programs or providers are very aggressive about identifying spam or junk mail. Our SNN return e-mail is a valid e-mail address called [notifier@schuylerville.org](mailto:notifier@schuylerville.org). However, it is possible that your e-mail program might put messages from this address into your spam folder. To help eliminate this possibility, please add [notifier@schuylerville.org](mailto:notifier@schuylerville.org) to your e-mail "whitelist" or list of trusted senders.

## Will my e-mail address and personal information be shared?

Absolutely not.

My SNN e-mail: \_\_\_\_\_

My SNN password: \_\_\_\_\_



**For more information about Schuylerville Central School District's e-mail emergency notification system, please call 695-3255, ext. 1245.**