

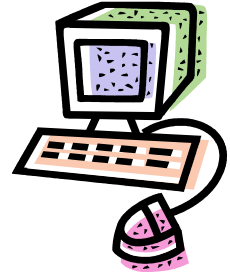


# Wednesday Folder/Enews Procedure – 2010-2011

**NEW FAMILIES:** Every Wednesday, school, PTC and District news is communicated to all families via the Wednesday folder link on the EUSD Web site. This is THE place to go to find important info regarding upcoming school and District events, meetings and deadlines as well as various forms, calendars, lunch menus and so much more! You can receive a weekly email reminder with a link to the Wednesday folder page for your school by following the steps below.

## Stay informed!

- Go to the new EUSD web site to request weekly email updates
- Maidu families go to [www.eureka-usd.k12.ca.us/maidu/folders](http://www.eureka-usd.k12.ca.us/maidu/folders)
- Excelsior families go to [www.eureka-usd.k12.ca.us/excelsior/folders](http://www.eureka-usd.k12.ca.us/excelsior/folders)
- At the bottom of the page, you will see some icons.
- To subscribe by email, click this icon  Subscribe.
- To subscribe by RSS feed, click this icon  RSS.
- You will receive a reminder each week when the Wednesday Folder page for your school has been updated



**RETURNING FAMILIES:** The weekly enews reminder system used for the 2009-2010 school year will remain in place for the 2010-2011 school year. If you subscribed to this service for the 2009-2010 school year, you do NOT need to renew your subscription.

To verify your email address, change your email address or unsubscribe to this service, please follow this link for Maidu [www.eureka-usd.k12.ca.us/maidu/folders](http://www.eureka-usd.k12.ca.us/maidu/folders) or this link for Excelsior [www.eureka-usd.k12.ca.us/excelsior/folders](http://www.eureka-usd.k12.ca.us/excelsior/folders) - then click on "subscribe" at the bottom of the page and follow the directions.

Please note that you may receive some paper during the first 2-3 weeks of school. We anticipate the last paper service delivery on **September 8, 2010. Please make sure you have subscribed to the Wednesday folder site by September 8, 2010.**

**If you do not have e-mail access, fill out form below and return to the school office:**

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**PAPER SERVICE REQUIRED** If you have no computer access or e-mail address, fill out the information on the bottom of this form. Turn the form into the school office in order to receive information delivery through a paper flyer.

Your Name: \_\_\_\_\_

Child's name, grade and teacher:

\_\_\_\_\_ Grade: \_\_\_\_\_ Teacher: \_\_\_\_\_

\_\_\_\_\_ Grade: \_\_\_\_\_ Teacher: \_\_\_\_\_

\_\_\_\_\_ Grade: \_\_\_\_\_ Teacher: \_\_\_\_\_

Questions? Contact Tami Lynch, [maiduexcptc@eureka-usd.k12.ca.us](mailto:maiduexcptc@eureka-usd.k12.ca.us)