



WYCKOFF SCHOOL DISTRICT
241 MORSE AVENUE
WYCKOFF, NEW JERSEY 07481

WWW.WYCKOFFPS.ORG

Richard D. Kuder, Ed.D.
Superintendent of Schools

Tel 201-848-5700
Fax 201-848-5695
Email rkuder@wyckoffschools.org

September 28, 2018

Dear Parents/Guardians,

The Wyckoff School District uses Blackboard to deliver emergency notifications such as early dismissals, delayed openings, school closings and other time sensitive information. We will be testing our Blackboard Emergency Notification System on September 30, 2018 at 7:00 pm.

Blackboard pulls your Guardian 1 and Guardian 2 contact information from Genesis and delivers notifications via email, phone call, text message, and push notifications. Please log into your Genesis Parent Portal account and make sure your contact information is up-to-date and correct before this test. Please do so as soon as possible by following these steps:

1. Log into [Parent Portal](#)
2. Click on the Contacts tab
3. Update current Guardian contact information.

Although it is not necessary right now, you can customize how you would like to receive notifications by logging into the Blackboard web portal and following these instructions: [Updating Contact Information on Blackboard Portal](#).

If you have any issues please send an email to the Genesis Helpdesk at genesis@wyckoffps.org.

Sincerely yours,

Richard D. Kuder, Ed.D.
Superintendent of Schools

RDK/swb