J.A. COLES PTA

E-MAIL OPT-IN REGISTRATION!

Keeping you informed, connected and involved is the goal of the J.A. Coles PTA and an important facet of your child's educational experience.

**<u>Based on the district initiative to reduce paper communication,
the majority of our communication is via email.</u>**

The J. A. Coles PTA uses an email notification system to send home PTA notices, event reminders, BOE-approved local community information and various other school news and notices. To receive these emails, **YOU MUST OPT IN!**

Due to privacy policies, the J.A. Coles PTA cannot send emails to you without your direct registration into our system. To register, send an email to colesptamail@gmail.com subject "Register". You will receive a return email with registration instructions.

Note: We will only send emails to the addresses that are registered in the system. <u>It is your responsibility to visit the site during the year to make any changes or additions.</u>

RETURNING FAMILIES: If you are already registered in the system, you should update your profile including updating personal information, **adding a new child**, and updating your child's teacher assignment. Send an email to colesptamail@gmail.com subject "Register. You will receive a return email with instructions.

If you should have any questions, please contact Claudine Doyle at
JAColesPTAPresident@gmail.com