

# Totem Falls Elementary Communication:

The majority of our communication after the first few weeks of school will be paperless. You **must** sign up through the district listserv to receive our weekly communications. See Directions Below.

Communication emailed to subscribers is also available on our website:

<http://totemfalls.sno.wednet.edu>. Newsletters and Weekly Emails are posted on the website under: Parents/Newsletters & Family Communication/2016-2017 Newsletters. PTO Flyers are also posted under Totem Falls School Specific Flyers.



You can now find us on Facebook under Totem Falls Elementary.

If you do not have access to email or internet, hard copies are available from the main office.

## Subscribe - Receive District & School Communications

The Snohomish School District uses a listserv application to send electronic newsletters. If you would like to receive district and school newsletters, please subscribe to our listserv (SSD-Communications) by:

1. You may subscribe, unsubscribe, edit your subscription preferences or view the archives of messages that have been sent to this list, by visiting: **<http://listserv.wa.gov/cgi-bin/wa?A0=SSD-COMMUNICATIONS>**
2. Fill in your name and e-mail address.
3. Topics – check those topics you would like to receive correspondence about:  
  
To receive district-wide communications make sure you select the topic **District-Communications**.  
  
To receive other school-specific newsletters, please be sure to click the school(s) that is of interest to you. **You must select Totem Falls to receive our emails.**
4. At the bottom click **Subscribe SSD-Communications or Unsubscribe SSD-Communications**. You will immediately receive an e-mail from listserv asking you to confirm your intent. This confirmation opportunity expires in 48 hours.
5. **Click on the link** given in the e-mail to verify your intent. You will then get an e-mail stating that your subscription has been accepted. You will now receive correspondence (newsletters, general info, etc.) from the sources you have chosen.