

To: Current Staff Members (members who have already received alert notifications from Wa-Nee)

Alert Notification Information:

Wa-Nee has implemented our own notification system. This alert system, Regroup, will be utilized to broadcast information regarding emergencies, delays, closings, cancellations and more via email, text and/or voice messaging.

TO CHANGE OPTIONS, you may manage your account at:

<https://waneereggroup.com/signup>

- 1.) Use your Wa-Nee email and established password. Skip to step 4.

The screenshot shows the Wa-Nee Regroup website interface. At the top, there is a banner that says "Please log in or register to continue." Below this banner are two main sections. On the left is the "Already a member? Log in" section, which includes input fields for "Email" and "Password", a "Log in" button, and a link for "Forgot your Password?". On the right is the "Sign Up" section, which includes input fields for "First Name", "Last Name", "Email", and "Password", a "Join" button, and a reCAPTCHA widget. A red arrow points from the "Sign Up" section back to the "Log in" section.

- 2.) If you forgot your password click, "forgot your password". A link to reset your password will be sent to your Wa-Nee email address.
- 3.) Go to your Wa-Nee email and follow the email instructions to reset your password. Choose "Save". Once your password has been reset you will be directed to an "Account Setting" page.
- 4.) Evaluate and manage your account settings.

Staff Members: DO NOT add other family member or non-staff members to your Wa-Nee Regroup account. This account will be used to send confidential information about school safety. Have family members or other non-staff members set up their own account.

Note: You may not opt out of receiving email notifications to your Wa-Nee email.

You may choose how you receive messages by checking the appropriate boxes for:

- a. Text Message
and/or
- b. Voice Message

Welcome, Stacy Diener!

WA-NEE
Community Schools
Powered By Regroup.com

Settings | Account | Email | Phone | Join a group | Group Notifications

Email Preferences

Contact E-mail:

To send messages within a network group, you must have added and confirmed an email address from that network.

Current Email Addresses:
Choose a primary email address that you would like all messages sent to:

sdienr@wanee.org	Confirmed	Primary Email	Send Emails Here <input checked="" type="checkbox"/>
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Text and Voice Preferences

Contact Phone:

Get group messages sent to your phone(s). Sign up below!

Text Voice [More | Remove](#)

Ex: 2123456789

It is ok for regroup to send text/voice messages to my phone. Standard rates apply.

- 5.) Once you have evaluated and managed your options, click “Save”
- 6.) You may request membership to your building specific group or other groups as listed on the “Join a Group” page. The Group Notifications tab shows you what groups you have joined.

Keep in mind that this system will be used for more than just delays and closings. Any important information that needs to be communicated to you regarding emergencies may be sent through this system.

If you have any questions about this process please contact Juanita Lantzer at jlantzer@wanee.org or ext: 1998.

We look forward to working together as we implement this new system designed to increase timely communication with our staff, students, parents, and community.

