

Welcome to the CASBO listserv.

To address an email query to the CASBO listserv, make the message address TO:

casbolist@ct-asbo.org

This listserv is for the exclusive use of paid Active members and invited guests. The primary purposes of the listserv are to communicate CASBO membership business, share school district experience, and provide a public forum for our members. Although our vendor members are not included on this list, it's safe to assume that vendors have access to the list.

Listserv Rules & Etiquette

- ☛ All defamatory, commercial, abusive, profane, threatening, offensive or illegal materials are strictly prohibited.
- ☛ Do not post anything on the listserv that you would not want the world to see or you would not want anyone to know it came from you.
- ☛ Use REPLY to respond directly to the originator of a message on the list. If you wish to reply to the list also, please type in the listserv address in the cc.
- ☛ Remember that every message sent to the listserv will be received as an email to every subscriber.
- ☛ Do not post commercial messages.
- ☛ Do not post evaluations or opinions (good or bad) of a vendor or anyone. Do not post issues of personnel matters. They could be subject to libel, slander and antitrust issues.
- ☛ Restrict messages to subjects related to that in the subject line.
- ☛ Do not send copyrighted or privileged information without the express permission of the rightful owner. By posting such materials, the posting party warrants and represents that s/he owns the copyright or has received permission from the owner.
- ☛ Do not pass on chain emails, jokes, virus warnings, etc.
- ☛ Send message such as "thanks for the info" or "me too" to sender only, not entire list.
- ☛ Provide warning of "long message" in the first line of the message body. This will be appreciated by those receiving the message on a PDA.
- ☛ While "water-cooler" type postings are not encouraged, please provide a warning in the subject line that says "chatter".
- ☛ Do not respond to emails more than 10 days old.
- ☛ By sending a message requesting survey data, you are accepting responsibility for collecting, organizing and distributing the results.
- ☛ Please avoid responding in the negative unless the initiator of a query is looking for both positive and negative responses to a survey. By eliminating all the unnecessary negative responses, we can limit the listserv to useful bytes of information. Example: Does anyone use a particular piece of business software? If you don't use it, then no reply is desired.

Policy on Violation of Listserv Rules & Etiquette

CASBO reserves the right to suspend or terminate participation on the listserv. The Listserv Committee will send an email to the member in violation reminding him or her of the listserv rules and warning that upon a third violation, participation will be suspended. The Listserv Committee will determine the length of suspension. Violators who have been suspended may appeal in writing to the CASBO Executive Committee. Decisions of the Executive Committee will be final.

Please feel free to contact Sharon Bruce, Executive Director, (860-519-0023 or email: ssbruce@comcast.net, with any questions regarding the proper or effective use of this listserv. Subscribe and unsubscribe requests should be sent to ssbruce@comcast.net with the subject line indicating the desire to subscribe or unsubscribe.

Revised February 2010