Dear Hendrick Hudson Parents and Guardians:

I would like to introduce myself. I am Elizabeth Gilleo, the Supervisor of Transportation for the Hendrick Hudson School District. This is an exciting time for Hendrick Hudson as we migrate to the new Grade Banding Model. There have been changes in transportation for this year and I have worked very hard to meet the needs of the families in the district.

Attached you will find important information regarding your child/children’s bus transportation for the school year. Please read all of the information carefully. Please review your child’s transportation schedule. There have been some changes for some of the bus runs. In order to route more efficiently, we have made changes to some bus stops; your child’s stop may have changed. Children attending Frank G. Lindsey and Buchanan Verplanck Elementary Schools will be bused in the morning on the same buses. We will drop off at one school and then travel to the other to drop off the remaining students. ALL students will be issued a “Backpack Tag” that must be attached to their backpack. It is color-coded and it identifies what school that child will be attending.

You will be able to find your child(ren)’s bus information through Parent Portal in mid-August, but there is other pertinent information on the District website (www.henhudschools.org). I encourage you to go there and make yourself aware of what’s happening in transportation this year.

Sincerely,

Elizabeth Gilleo

Elizabeth Gilleo
Supervisor of Transportation

EG/kb
Attachment
Listed below are important policies and procedures you should be aware of as we start the new school year:

Your child’s transportation information can be found on the Hendrick Hudson website (henhudschools.org) in the Parent Portal under the Transportation tab. You can email portalsupport@henhudschools.org for assistance as to how to sign onto the Parent Portal. Once in the portal, you may have to press the “more” icon to see all the tabs. With each new school year, the transportation tab is available at the end of August.

All children will be assigned a color-coded backpack tag that must be affixed to their backpack. This tag will be a quick reference for staff at the buildings during arrivals to assure that students are dropped at the appropriate school. This tag will be provided by the school and it will have your child/children’s name on it as well as their bus number.

Please be standing at the bus stop at least 5 minutes prior to the designated time, rain, snow or shine. Students should be ready to board the bus.

Students in grades K – 3 must have an adult present at the bus stop. Students in grades 4-5 will be dropped without adult present, unless written notification has been submitted to the Transportation Department.

Please label all of your child’s belongings so if they are left behind on the bus they can be returned promptly. However, the District is not responsible for any lost items (clothes, cell phones, etc.)

Child care requests are to be submitted in writing by April 1, 2020. Notes to the driver regarding a change in your child’s bus stop will not be accepted. Please go to the Transportation website regarding Day Care Application information.

If your child misses the bus because he/she was not at the bus stop on time, you will be responsible for transporting your child. DO NOT FOLLOW THE BUS AND ATTEMPT TO GET THE BUS TO PULL OVER WHILE IT IS ON ITS ROUTE.

If you are driving on school property at arrival/dismissal times, you MUST stop for a stopped school bus. It is illegal to pass a school bus with its red lights flashing. Penalties for such could be high monetary fines, points on your license and/or imprisonment.

Please keep your child’s bus information handy throughout the school year so when you call the school office or transportation office, you can refer to it.

If your child is being transported via van and you will not need either AM or PM transportation on a particular day, please call the transportation department to notify us. Before 8:00am, please call the Bus Garage at 257-5206. After 8:00am, please call the office at 257-5200.

Playdate notes must be submitted to the main office of your child’s school; however, seating may be limited on the bus.

Dismissal Chart

<table>
<thead>
<tr>
<th>School</th>
<th>Regular Dismissal Time (students)</th>
<th>Regular Bus Departure Time</th>
<th>Emergency Dismissal Time (Students)</th>
<th>Emergency Bus Departure Time</th>
<th>Half-Day Dismissal Time (Students)</th>
<th>Half-Day Bus Departure Time</th>
<th>Early Dismissal Time (students)</th>
<th>Early Dismissal Bus Departure Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>FWS</td>
<td>2:25</td>
<td>2:35</td>
<td>10:15</td>
<td>10:25</td>
<td>10:50</td>
<td>11:00</td>
<td>12:20</td>
<td>12:30</td>
</tr>
<tr>
<td>BVS</td>
<td>3:05</td>
<td>3:15</td>
<td>11:00</td>
<td>11:10</td>
<td>11:35</td>
<td>11:45</td>
<td>1:00</td>
<td>1:10</td>
</tr>
<tr>
<td>FGL</td>
<td>3:05</td>
<td>3:15</td>
<td>11:00</td>
<td>11:10</td>
<td>11:35</td>
<td>11:45</td>
<td>1:00</td>
<td>1:10</td>
</tr>
</tbody>
</table>

Closing/Delay Chart for 1, 2, and 3 Hour Delayed Openings

<table>
<thead>
<tr>
<th>School</th>
<th>Regular Day Start Time</th>
<th>1-Hour Delay Start Time</th>
<th>2-Hour Delay Start Time</th>
<th>3-Hour Delay Start Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHHS</td>
<td>7:25</td>
<td>8:25</td>
<td>9:25</td>
<td>10:25</td>
</tr>
<tr>
<td>BMMS</td>
<td>7:50</td>
<td>8:50</td>
<td>9:50</td>
<td>10:50</td>
</tr>
<tr>
<td>FWS</td>
<td>8:20</td>
<td>9:20</td>
<td>10:20</td>
<td>11:20</td>
</tr>
<tr>
<td>BVS</td>
<td>9:00</td>
<td>10:00</td>
<td>11:00</td>
<td>12:00</td>
</tr>
<tr>
<td>FGL</td>
<td>9:00</td>
<td>10:00</td>
<td>11:00</td>
<td>12:00</td>
</tr>
</tbody>
</table>

The decision to delay or close school is always made with the entire District in mind. The safety of our children is the primary consideration. Please check the Hendrick Hudson School website, www.henhudschools.org, for notification information.
GENERAL TRANSPORTATION INFORMATION

Your Bus Stop:
In the morning, please be standing at the bus stop at least 5 minutes prior to the designated time, rain, snow or shine. If the bus is at the bus stop at the scheduled time and the student is not ready to board, we will continue on the run and you will be responsible for your child’s transportation. When the bus has to wait at the bus stop for a student, e.g. sitting in a car, it creates a “domino effect” on the rest of the run(s) and our timely arrival to other students’ stops and their school. This policy is for the afternoon as well.

Students in grades K – 3 must have an adult present at the bus stop. Students in grades 4 - 5 will be dropped without adult present, unless written notification has been submitted to the Transportation Department.

If your child misses the bus because he/she was not at the bus stop on time, you will be responsible for transporting your child. DO NOT FOLLOW THE BUS AND ATTEMPT TO GET THE BUS TO PULL OVER WHILE IT IS ON ITS ROUTE.

If you are driving on school property at arrival/dismissal times, you MUST stop for a stopped school bus. It is illegal to pass a school bus with its red lights flashing. Penalties for such could be high monetary fines, points on your license and/or imprisonment.

Please keep your child’s bus information handy throughout the school year so when you call the school office or transportation office, you can refer to it.

If your child is being transported via van and you will not need either AM or PM transportation on a particular day, please call the transportation department to notify us. Before 8:00am, please call the Bus Garage at 257-5206. After 8:00am, please call the office at 257-5200.

Please label all of your child’s belongings so if they are left behind on the bus they can be returned promptly. However, the District is not responsible for any lost items (clothes, cell phones, etc.)

Child Care:
Child care requests must be submitted in writing by April 1st of each year for the next school year. Each request will be reviewed by the Supervisor of Transportation and must fall within the specified guidelines for approval. You will be notified of a decision before the beginning of the school year. Please go to the Transportation website to download the Day Care Application.

Early Dismissal Schedule:
At various times during the school year, the District holds half-day and early dismissal sessions to provide time for teachers to work on a variety of curriculum improvement matters and for parent/teacher conferences. Please see the District calendar for those half-day and early dismissal dates. Please see above dismissal chart of designated dismissal times.
Activity Bus:
The District provides buses after regular school hours to transport students home from a variety of co-curricular and athletic activities. Hendrick Hudson High School late bus leaves promptly at 3:30 from the back of the High School Monday - Thursday. Blue Mountain Middle School late bus leaves promptly at 3:55 Monday - Thursday. There is an activity bus that leaves Blue Mountain Middle School promptly at 4:30 for 7th and 8th grade students who participate in modified sports Monday - Friday. These bus runs travel an abbreviated run of the district, thus a student may be dropped-off at a bus stop different from their normal bus stop. Parents should review the schedule with the student so both know which bus they will take and where the bus stop will be. This schedule will be provided to you at the beginning of the school year and is in each school office.

Bus Passes:
No bus passes will be honored because most of our buses are filled to capacity and we have run into problems of overcrowding. In a case of emergency only, please call the school office so that the principal is aware of your situation. If space permits, it is sometimes possible to make an exception for an emergency situation.

Instruments Transported on the School Bus:
The following instruments are small enough in size that a student can either place the instrument on their lap or between their legs as to not use a seating space on the school bus. Allowable: violin, viola, alto saxophone, trumpet, flute, piccolo, clarinet, percussion kit and hand held percussion, sticks and mallets. Note: All allowable instruments must be transported in cases which should remain closed on the bus at all times.

The following instruments have been deemed by the Transportation and Music Departments to be too large to be transported by the school bus without taking a seating space. Therefore, it is the responsibility of the parent or guardian to transport these instruments to and from school. Non-Allowable: 1/4, 1/2, or 3/4 size cello, full size cello, string bass (any size), french horn, tuba, trumpet, tenor saxophone, bass trombone, baritone horn, floor toms, bass drum, cymbals, any marching percussion, snare drums and multi-cultural drums.

Private and Parochial Schools:
The Hendrick Hudson School District provides for the transportation of students to private and parochial schools if the mileage from the student’s home to the school is within 15 miles. Parents are required to submit transportation requests for non-public schools in writing to the Hendrick Hudson Transportation Department by April 1st of each year for the next school year. Failure to do so may result in your request for transportation being denied. As per Board of Education policy, private/parochial students who meet state eligibility requirements for transportation shall be picked up in the same way as district school students. Please see “Forms” for the current Transportation Request form.