



# Booth Hill Elementary School

## Shelton Public Schools

544 Booth Hill Road  
Shelton, CT 06484

Dr. James Zavodjancik, Principal  
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April 29, 2019

RE: **Potential** Durham Transportation Bus Strike

Dear Parents and Guardians,

As you may have most likely heard in local news reporting and from Dr. Clouet's letter to families, Durham Transportation's Bus Drivers have authorized a potential strike. In the potential event of a bus strike, we want to be prepared to respond appropriately and keep your child safe with minimal disruption to teaching and learning. Please read carefully the procedures we will follow and the information we will require from you.

**If** your child requires before or after school care, as a result of regular programming where Durham transports students to and from different service locations (7:45 A.M. to 5 P.M.), please:

- Email [LMckeon@sheltonpublicschools.org](mailto:LMckeon@sheltonpublicschools.org) or call the main office with your child's name and pick-up and drop-off time.

**If** you are planning on having a neighborhood friend, colleague, family member, or another individual pick up your child from school, who is not listed as a regular contact, due to lack of bus transportation, please:

- Email [LMckeon@sheltonpublicschools.org](mailto:LMckeon@sheltonpublicschools.org) or call the main office with the following information:
  - Your child's name, classroom teacher, and the name of the individual(s) who are authorized to pick up your child.
  - On the day of the change, please follow regular protocols regarding change in pick-up including sending in or emailing a note to the school regarding the change.
  - Each individual will need to present a photo identification for your child to be released to them.

This afternoon, we will send home a form with each child (page 2). If you choose not to use email to update us on this information, we ask that you send in a paper copy with your child that is provided. If there are no changes in your child's dismissal procedure, you do not need to respond.

Pick-up and drop-off protocols from school will follow typical procedures:

- Parents and other individuals may park in the back, side, or front of the school building.
- Kindergarten and Grade 1 students will be located in the cafeteria with their classes. Second, third, and fourth grade students will be located in the gymnasium with their classes.
- Drop off in the morning will be at the regular location on the side of the building. In addition, we will utilize our bus loop in the front of the building. Standard protocol (weather permitting) of releasing two to three cars of students at one time will be followed.

We hope that we will not have to execute any of these plans. We will be readily in contact with you via our communication systems if changes to our normal routines occur. Thank you for your continued support of Booth Hill School and for being flexible. As always, please contact me if you have any questions, concerns, or perspectives to share.

Sincerely,  
**James Zavodjancik, Ed.D.**  
**Principal**

*It is the mission of Booth Hill School to provide a safe and supportive learning environment with high academic standards for all students. In partnership with staff, parents, and community, we are committed to educating each child academically, socially, and culturally.*

**Student Change in Transportation Update Information**

*Please return with your child's teacher on April 30, 2019*

**Student's Name:** \_\_\_\_\_

**Student's Name (if more than one child at BHS):** \_\_\_\_\_

**Classroom Teacher:** \_\_\_\_\_

**I authorize the following individual(s) to pick my child up from school in the event there is no bus transportation:**

<b>Name</b>	<b>Relationship to your child</b>
_____	_____
_____	_____
_____	_____

**If before/ after school care is required, please check one of the boxes below:**

**Before School Care:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**After School Care:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**Additional Information (if necessary)**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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