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Mary Kay Gallagher  
Superintendent of Schools

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Michael J. Zopf  
Assistant Superintendent of  
Finance & Operations

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August 31, 2011

Dear Northville Community and Staff:

Welcome to the 2011-12 school year! The purpose of this letter is to communicate the student transportation plans for the new school year beginning on September 6, 2011.

### **New Transportation Provider**

As may be aware, the District has contracted with Durham Student Services, Inc. to provide student transportation services beginning this year. Durham is an industry leader in providing student transportation services at all levels, and we look forward to our partnership to ensure continued transportation service for students and parents. We encourage you to read the attached introductory letter that Durham has prepared to become acquainted with the protocols that will be in place this year to ensure student safety when using District provided transportation.

### **Continuation of Satellite Program**

*The modified transportation plan for secondary students that was in place throughout the last school year will continue for this school year.*

For High School students, this means that there will be morning pick up and drop off at designated "satellite stops". High School A.M. pick-up and P.M. drop-off will retain the same satellite stops as last year.

For Middle School students, the transportation plan includes a "satellite morning pick up" and consolidated neighborhood stops for drop off in the afternoon. The Middle Schools stops will also remain the same satellite stops as the 2009-10. Afternoon P.M. drop off will be consolidated stops in the subdivision.

Bus Routes will be posted in the Northville Record and on the District web site. Parents/guardians of Elementary students will receive a post card by Friday, September 2, 2011 for location of stop and the approximate time to be at the stop. Please make arrangements to have your students at the bus stop five (5) minutes before the bus stop times on the post card.

### **Transportation Information – Northville High School**

Morning buses will arrive at the elementary schools, ITC Park in Novi and the Northville Township Police Station at **6:40 a.m.**, depart for Northville High School at **6:45 a.m.**, and arrive between 7:00 a.m. and 7:05 a.m.

The Northville High School afternoon buses will depart Northville High School at the regular time and will drop students off at the satellite stops previously mentioned. **It is important to note the following:**

- Parking is already constrained at the elementary schools, therefore student cars will not be allowed to park at the elementary schools.
- The subdivision easements around Northville High School are for the use of those residents. Parking and stopping restrictions are posted and will be enforced.

### **Transportation Information – Meads Mill Middle School**

Morning buses will arrive at the following locations at **7:30 a.m. and depart at 7:50 a.m.:**

- Silver Springs Elementary School
- Ridge Wood Elementary School
- Millennium Park (Behind the Fire Station)
- Northville High School (west lot adjacent to the soccer stadium)
- Northville Trails area; explained below
  - 7:47a.m.** Eagle Trace & Country Knoll
  - 7:50 a.m.** 16925 Abbey Circle
  - 7:53 a.m.** 40470 Northville Trail
  - 7:54 a.m.** Coachwood Circle & East Northville Trail

The Meads Mill afternoon take home consolidated bus stop schedule will be will be posted separately to the District web site. **It is important to note the following:**

- Meads Mill will open at 7:00 a.m. and all students are to report to the cafeteria upon arrival.
- The west Northville High School parking lot (adjacent to the soccer stadium) is reserved for buses only until 7:40 a.m.

### **Hillside Middle School**

Morning buses will arrive at the following locations at **7:30 a.m. and depart at 7:50 a.m.:**

- Thornton Creek Elementary School
- Moraine Elementary School
- Ridge Wood Elementary School (Waterstone & Steeple Chase)
- ITC Park

The Hillside afternoon take home consolidated stop schedule will be posted separately to the District web site. **It is important to note the following:**

- Hillside will open at 7:00 a.m. and all students are to report to the cafeteria upon arrival.

### **First Day, Half-Day Transportation**

This year, classes will be in session for a half-day on Tuesday, September 6, 2011. Also, Kindergarten students assigned to the afternoon session will not meet until Wednesday, September 7, 2011.

On Tuesday, September 6, 2011, students will be picked up at their regular times and at their designated bus stops.

Student drop-off times on September 6, 2011 will be adjusted due to the half-day schedule. On this day, students will be dropped off approximately four (4) hours earlier than their normal drop-off times.

Morning Kindergarten students will ride home on the regular Elementary School bus routes and be dropped off *at the bus stops* where they were picked up in the morning.

Sincerely,

*Michael G. Zopf*

Michael G. Zopf  
Assistant Superintendent of Finance & Operations

Cc: Board of Education  
Mary Kay Gallagher  
Administrative Council



Durham School Services, the second-largest student transportation provider in North America, is pleased to be the new student transportation provider for Northville Public Schools, beginning with the 2011-2012 school year.

At Durham School Services, the safety of the children we transport is our number one priority. One of the most immediate and noticeable safety precautions we have within our organization is that school buses operated by our drivers do not make a right turn on red at traffic signals. Also, we want parents, children and other motorists to be aware of proper school bus safety protocols to ensure children have a safe school year. Here are some safety rules students should follow to help make the trip to and from school as safe and comfortable as possible:

- Leave home early. Give yourself plenty of time to get to the bus stop. When you rush, you tend to forget traffic safety rules.
- Walk on the sidewalks wherever available.
- When waiting for the bus, stay away from traffic on the street. And don't play around because you will be distracted and may not follow traffic safety rules.
- Make sure children do not have drawstrings, toggles or key chains on their clothing or backpacks. They can get caught on bus handrails and doors.
- Use the handrail when getting on the bus so you don't trip on the stairs.
- Find a seat and sit down immediately, and be sure to keep your legs and backpack out of the aisle.

- You can talk quietly to your friends and laugh, but do not scream because it can distract the driver.
- Do not put your head, arms, papers or anything out the window.
- Wait for the bus to stop completely before you stand up.
- Take 10 giant steps away from the bus when you get off.
- If you drop something near the bus, don't pick it up. Ask the driver to get it for you. If you bend down to pick something up, the driver may not see you.
- If you have to cross the street, wait until the driver signals to you that it is OK.
- Stay away from the bus wheels at all times – especially the back wheels where it's hard for the driver to see you.

All of our employees at Durham School Services are focused on our Values of safety, people, customers and community. As we begin our partnership with Northville Public Schools, we look forward to being a part of your community and serving your student transportation needs.

If you have questions about our transportation services, please call our customer service center at 248-344-8470.

Kind Regards,

Transportation Team, Durham School Services