



School Buses

2011 – 2012 Bus Information - Pre-registration

It's that time of year again to register your children (or child) for our bus service for the 2011-2012 school year. We would like to take this time to invite more families to consider using the bus. It may be more economical and convenient than you think. Did you know it only costs \$2.74/day for 2 children and \$2.84/day for 3 children to ride the bus to school for the year? That even includes the registration fee of \$50.00 per family. There is a payment plan that if utilized, will have you paid in full before school even starts! The Bus Committee would love to see more St. Martha families use this service to help keep costs down and to maintain a convenient means of transportation for all who use our buses.

The St. Martha Bus Committee is currently pre-registering families for bus service for the 2011-2012 school year. We hope that you will utilize the bus service, which provides safe and cost effective transportation for St. Martha students to and from school.

While the Bus Committee intends to contract for two buses for the 2011-2012 school year, it must be able to meet its corresponding financial obligations. It is, therefore, important that you pre-register your family for service promptly. Bus 1 and Bus 2 will be filled in the order in which completed pre-registration forms and non-refundable deposits are received.

We have outlined information relative to bus service to assist you in making an informed transportation decision.

BUS SERVICE GOALS/STANDARDS:

The Bus Committee has established the following goals / standards related to the provision of services:

- 1.) Morning Runs:
 - a. A bus run will not be more than 1 hour in length.
 - b. The majority of students will not be on the bus longer than 25 minutes.
 - c. The bus will arrive at school before the first bell.
- 2.) Afternoon Runs:
 - a. We try to have all children home within one hour of dismissal. However, last year the bus that travelled south on Bardstown Road was longer by about 10-15 minutes.
 - b. The majority of students will not be on the bus longer than 25 minutes.
- 3.) General
 - a. Children are picked-up and dropped-off on the same side of the street that their house is located.
 - b. No more than 60 children will be transported per bus.
 - c. **Where possible**, door-to-door service is provided.
 - d. Bus drivers are reliable, cheerful and concerned for each child's safety.
 - e. Parents and students acknowledge receipt of and adhere to the rules and regulations governing the behavior and conduct of students while on the bus.

ELIGIBILITY:

To be eligible for bus service, your family must reside within the established bus boundaries and either:

- 1) Live at least one mile from St. Martha or
- 2) Encounter unsafe conditions (i.e. no sidewalks, busy streets) to walk to/from school.
- 3) Child must be in grades K-8 (due to safety precautions and state regulations, **Pre-K children are not allowed to ride the school bus**).

2011-2012 BUS BOUNDARIES:

A map of school bus service boundaries established for the 2010-2011 school year is attached. Routes and timetables for the 2011 – 2012 school year will be determined based on information provided on pre-registration forms returned **by Wednesday, May 11, 2011.**

2011-2012 COST OF SERVICE:

St. Martha School participates in the Non-Public School Pupil Transportation Subsidy Program and operates on a non-profit basis. Participation in the subsidy program allows St. Martha to charge its bus families only a percentage of the cost of bus service.

To enable St. Martha School to meet its increasing financial obligations and limit the number of children per bus to 60 a change in fee structure is being implemented.

The amount being charged for service for the 2011– 2012 school year, based on the number of children being transported per family, is as follows:

Category (# of children per family)	amount of 'pass-through' charged per family
1	\$400
2	\$438
3	\$457
4	\$495

- This amount **does not** include a \$50 non-refundable deposit.
- The charge is the same for one-way service.
- No money will be refunded after the first day of school.

To pre-register your family for bus service for the 2011-2012 school year, the following must be submitted to the School Bus Committee c/o the School Office no later than **Wednesday, May 11, 2011.**

- 1.) a completed pre-registration form (also found on the St. Martha School website)
- 2.) a **non-refundable** deposit of \$50

After May 31, 2011 all payments / written correspondence relative to the bus should be delivered / mailed to the Parish Office.

REGISTRATION / LATE REGISTRATION:

Should you decide to use the bus service at any time after the pre-registration deadline of May 11, 2011 you must submit a completed pre-registration form and non-refundable deposit of \$50 to the School Bus Committee **c/o the School Office**. Upon receipt, the Bus Committee will place your family on a waiting list. Available seats will be filled on a first come, first served basis.

PAYMENT OPTIONS:

All checks are to be made payable to St. Martha School Bus.

Payment Options are as follows:

- 1) **LUMP SUM PAYMENT:** Payment in full is submitted with the pre-registration form no later than Wednesday, May 11, 2011. **This payment should include the \$50 non-refundable deposit in addition to the pass through amount that is appropriate for your family size.**
- 2) **INSTALLMENT PLAN:** Payment of \$50 non-refundable deposit is submitted with pre-registration form no later than May 11, 2011.
 - a. The remaining balance is paid in three installments which are due once a month starting the end of May through July. (Details of the installment plan will be included with the confirmation letter for those choosing to participate in the plan.)
 - b. Payments should either be sent US Mail or personally delivered to the Parish Office. **DO NOT SEND INSTALLMENTS THROUGH THE SCHOOL OFFICE.**
 - i. There is a mail slot next to the front door of the Parish Office that can be used outside of regular business hours.
 - c. Any family that is not paid-in-full by the due date of the last installment will be charged a \$25 late fee.
 - i. The late fee and final payment must be made before your family will be allowed to ride the bus.
- 3) **INDIVIDUALIZED PLAN:** Payment of the \$50 non-refundable deposit is submitted with the pre-registration form no later than May 11, 2011.
 - a. Should there be a need, families may contact Mrs. Guizio directly to request an individualized and confidential payment plan.

CONFIRMATION:

Any family submitting a pre-registration form and deposit by May 11, 2011 will receive confirmation by Wednesday, May 18, 2011. Details of the installment plan will be included with the confirmation letter for those choosing to participate in the plan.

The St. Martha Bus Committee takes great pride in ensuring safe and cost effective transportation for St. Martha students. We thank you for your consideration and hope to serve your family in the **2011 – 2012** school year.

Should you have any questions / concerns, please call either Bus Committee Chair:
Karen Kostecki at 499-2911 / Kostecki@insightbb.com or
Chandra Martin at 762-3391 / Chandram@insightbb.com