Intradistrict Communication

DATE: April 16, 2025

TO: Middle School Principals

FROM: Scott Thomas, Administrator of Auxiliary Services
                  Paul Bergera, Director of Transportation
                  Kitt Soumpholphakdy, Field Trip Coordinator

SUBJECT: Lagoon Day – Wednesday, June 4, 2025

We are looking forward to helping you provide an exciting, successful, and safe experience for your students this year. Following the same procedure as last year, it is okay to load the first bus at your school and let it depart without waiting for the other buses to arrive. As each bus is loaded and a chaperone is on board, please let it depart for Lagoon. Your assistance with this process last year helped alleviate some of the waiting on the bus and congestion at the ticket gates.

Your driver may ask you to verify the condition of the bus before boarding students, then again at Lagoon and when it returns back to the school. This is to ensure nobody or nothing is left on the bus. Please take everything off the bus. It is very likely that you will not be on the same bus at the end of the day.

This year, buses will arrive at Lagoon at approximately 5:00 p.m. For the safety of everyone involved, please ask the individuals you've designated as chaperones to report to their assigned school bus loading area at 4:45 p.m. Students will load at 5:00 p.m. All buses will depart by 5:15 p.m.

As a reminder, there will be instructions and signs posted on the north side of Lagoon in the employee area. Look for your school sign, which will be placed on a large cone at the same location where buses unloaded students at Lagoon during morning drop off. Similar to last year, a hand-held paddle will be issued to a school advisor. When at least 50 students and one advisor are ready to board, they will be next to board. As students and the advisor are asked to board, the advisor will then pass the paddle to the next advisor.

Thank you for your cooperation and support.