## COLD SPRING HARBOR HIGH SCHOOL DEPARTMENT OF HEALTH, PHYSICAL EDUCATION AND ATHLETICS "A Commitment to Excellence"

To: Dr. Helen Browne

From: Michael Bongino

Date: February 14, 2014

Re: Late Buses – Spring

I would like to recommend the following changes for the late bus schedule for the spring sports season which will begin March 3, 2014:

3:40 Pick Up in front of the High School – Not the Field House

4:40

Remains at 6:30

<u>NOTE</u>: The first late run (3:40 buses) should pick up in front of the high school, NOT BY THE FIELD HOUSE. Students should wait for the 3:40 bus in front of the high school, or if cold or inclement weather, in Cafeteria A, not in the Field House.

The changes will start on Monday, March 3, 2014. I strongly suggest emphasizing these changes in the morning announcements and stressing that the Field House is off limits to students unless they are on a team.

## MBdv

cc: Jay Matuk

Dr. William Bernhard

Yvonne Lusardi Spring Coaches

Security