



Dr. Thomas J. Douglas
Superintendent

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August 27, 2025

Dear Parents and Guardians,

We're excited to welcome students back on **Thursday, September 4** for the 2025–2026 school year! Please review these important updates:

Bus Procedures -- First Four Days Only

To help ease transportation delays and to keep elementary school routes on schedule, **IS/MS/HS bus riders only and IS students being picked up** will be dismissed earlier during the first four days.

Thursday & Friday – September 4–5

Intermediate School:

- Bus Dismissal: 1:35 PM
- Parent Pick-Up: 1:45 PM

Middle School:

- Bus Dismissal: 1:45 PM
 - Parent Pick-Up: 2:10 PM
- IS & MS Buses Leave: 1:55 PM

High School:

- Bus Dismissal: 2:20 PM
 - Parent Pick-Up / Self-Drivers: 2:35 PM
- All Buses Depart HS: 2:30 PM

Monday & Tuesday – September 8–9

Intermediate School:

- Bus Dismissal: 1:45 PM
- Parent Pick-Up: 1:55 PM

Middle School:

- Bus Dismissal: 1:55 PM
 - Parent Pick-Up: 2:10 PM
- IS & MS Buses Leave: 2:05 PM

High School:

- Bus Dismissal: 2:25 PM
 - Parent Pick-Up / Self-Drivers: 2:35 PM
- All Buses Depart HS: 2:35 PM

Regular dismissal times resume Wednesday, September 10.

Final Transportation Reminders

- Download and check the [My Ride K-12 app](#) for real-time bus info. Stop times may shift before school starts as new students are added.
- Students should be at the bus stop at least 5 minutes early, waiting outside, not inside the house or on a porch.
- Kindergarteners must wear a visible name badge.
- Students must take only their assigned bus home—no riding with friends.
- Never pass a bus with flashing red lights—it's illegal and dangerous.

Note: IS/MS students will stop at the High School before heading home to streamline routes.

Please be patient the first two weeks—routes may take longer as drivers and students adjust. Due to ongoing construction near Ridge Road at Center Street and the High School, traffic remains congested. Please allow buses to exit first and follow all posted traffic guidance.

Bell-to-Bell Internet Enabled Device(s) Ban

Per New York State law, internet-enabled devices are banned during the instructional day. A five-stage penalty process applies. Please review the [policy](#) with your student.

Athletics Season Tickets Now Available

Fall sports are underway! Season passes are \$40 for adults and free for seniors and veterans in the district. Passes are available to purchase at games and at the HS Main Office. Game schedules are available [here](#).

Early Drop-Off

Families needing early drop-off were to apply by August 26. If you missed the deadline, call Transportation at (607) 739-6338 ASAP. Proof of work conflict is required. Forms and details are available [here](#).

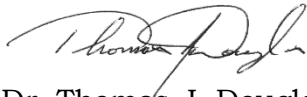
Emergency Take-Home Release Update

In rare cases when a school must close early, the district follows a contingency plan to bring students home or to an alternate take-home location. Due to redistricting and system logistics, last year's alternate addresses won't carry over for Emergency Take Home Releases. Meaning, on the rare occasion that there is an Emergency Take Home Release in September, your child will go to the home location listed in the system until we can process all this year's new forms by October 6th.

The Transportation Department is developing a system for future years to carry over this information automatically.

Questions? Contact your school's Main Office or email us at
hcsdinfo@horseheadsdistrict.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Thomas J. Douglas". The signature is fluid and cursive, with a large initial "T" and "D".

Dr. Thomas J. Douglas
Superintendent of Schools
Horseheads Central School District