

HWDSB

JAMIE NUNN
Superintendent of Student Achievement
Hamilton-Wentworth District School Board
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Hamilton, ON L8N 3L1
905-527-5092x2304

DATE: March 31, 2017

TO: Elementary Principals and Vice-Principals
Secondary Principals and Vice-Principals

FROM: Jamie Nunn, Superintendent of Student Achievement
Joanne Hall, K-12 System Principal, Leadership & Learning

CC: Executive Council

RE: Transportation for Special Olympics 2017

MESSAGE:

Again this year, we are pleased to provide Outdoor Education Funding to assist in offsetting the cost of transportation to and from the Special Olympics Events. We are recommending using the transportation companies listed below for the events on May 17th & June 6th, 2017. Transportation requests will be the responsibility of each individual school. When booking your transportation, please provide the transportation provider with the appropriate purchase order in addition ask the company to email the invoice directly to Kim Wilson at the Education Centre to kwilson@hwdsb.on.ca

Transportation Provider	Purchase Order	Contact Person
Attridge	# 7521703332	Tina email:tina@attridge.com
First Student	# 7521703333	Lisa email:lisa.trois@firstgroup.com

OR

If your school does not require a bus, we will provide \$10.00 per student for the cost of transportation (attach & submit the original receipts). This amount will be calculated based on the number of students that your school has submitted, and we will directly deposit these funds into the account your school provides us (see below). Please fill in the information below and mail to Kim Wilson at the Education Centre 2nd floor. If this cost is more than \$10.00 person please contact us at the Education Centre ext. 2376.

School	Number of Students	School Account Number	Principal's Signature

We are looking forward to support this incredible event for our HWDSB Students.