



March 25, 2025

Hello Families,

Preparing for the 2025-2026 school year, the HUB transfer system will continue. These changes came about in early 2024-2025 school year under our partnership with Toledo Public Schools. As you may know, we assist Toledo Public Schools with transporting district students to over 35 non-public and charter schools across the Toledo area. We started this partnership over 4 years ago and the number of students that are now being serviced has grown dramatically.

Due to the increase in the need for transportation to your student's school and the many other schools, we have decided to adopt a "Hub System" method that is currently be used with Toledo Public Schools and other surrounding district schools. Beginning Monday October 14, 2024, we will begin our Hub System for your students busing. New transportation letters with this information will go out the week prior. With this new system students will have what we are calling a "Home Zone" bus, they will be taking to the "Hub" (Our bus garage 411 Arco Dr) and they will then be put on their current assigned Route bus that will take them to their school. In the afternoon, it will be the same process in reverse. Parents will not be able to pick up or drop off students at the hub location at any time.

We have already built the "Home Zone" routes and found that this has made most of the students' time on the bus much shorter as we have many students being picked up as early as 5:30am and getting home as late as 6pm. This change will also get students to school earlier in the mornings, so they won't have to feel rushed when they arrive. We understand that some parents may have some concerns, and you are more than welcome to give us a call if you need the process explained to you. We are taking this time to work out the transfer method and the process, so that it is the safest and most efficient. By the "Hub" being on our lot, it gives us a safe space to transfer students.

Our "Bus Zone" app is also set to go live this week. This school bus tracking app operates in real time, and you will be able to locate the area your students' bus is in and know when the bus has reached all destinations during their "Home to School" daily route. When we switch over to the new "Hub" model in October, you will be able to track both buses that your student(s) is assigned to. After downloading the app in your Apple/Google Store, you will then need the access code, "4119TPS". You will then be asked for your child(ren)s Student ID number that can be found on their transportation letter that you received from the school with their busing information on it.

We would appreciate your patience and understanding during this transition time. Our main goal is to transport students to the school safely. If you have any questions, please feel free to reach out to our office at (419) 476-3333.

Thank You,

Tosha Stubblefield

General Manager



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Trinity Transportation Group – 411 Arco Drive, Toledo, OH 43607
Phone: (419) 476-3333 (Press Option #1) | TrinityTransportation.com





Memo for New Transportation Hub System

Starts Monday October 14, 2024

Goal: To provide as many eligible students as possible in the TPS district with transportation opportunities on the provided school buses and shorten the time spent riding, before and after school, for the majority.

How the “Hub (Transfer)” will work in the morning:

1. Students will be picked up on their assigned “Home Zone” bus route. “Home Zone” bus will be marked with appropriate number on the door side of the bus.
2. After all students in the “Home Zones” are picked up, all “Home Zones” will arrive at the “Hub (Transfer)” location of 411 Arco Dr. (Trinity Transportation Yard).
3. Each school bus will have a colored sign placed in the front window matching the school(s) the bus is taking assigned students to. Each student will be given a card with their name on it, their school, their assigned “School Bus”, and assigned “Home Zone” number on it from their “Home Zone” bus driver.
4. Trained Trinity staff will facilitate the transfer of all students to their “School Bus” using the colored transfer card they were given. Students will give their assigned “School Bus” driver the colored card that confirms they belong on that bus.
5. Once all students are on the correct buses, buses will then take students directly to their assigned schools.

How the “Hub (Transfer)” will work in the afternoon:

1. Drivers will arrive at schools to pick up all student that are assigned to their “School Bus.”
2. Drivers will then arrive at the “Hub (Transfer)” location of 411 Arco Dr. (Trinity Transportation Yard).
3. Once all buses arrive, each school bus will have a “Home Zone” sign placed in the front window matching the “Home Zone” the bus is taking assigned students to. Each student will be given a card with their name on it, their school, their assigned “School Bus”, and assigned “Home Zone” number on it from their “School Bus” driver.
4. Trained Trinity staff will facilitate the transfer of all students to their “Home Zone” bus using the colored transfer card they were given. Students will give their assigned “School Bus” driver the numbered card that confirms they belong on that bus.
5. Once all students are on the correct buses, buses will then take students directly to their assigned schools.

Please remember that no student will be able to be picked up and/or dropped off at the “Hub (Transfer)” location at any time. If you have any questions pertaining to this new system, please contact out office Monday-Friday between 10a-1p at (419) 476-3333.



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04/25/2025

Dear Parent or Guardian,

If your school has not already, they will soon begin making available to you re-enrollment information that will also include a portion involving transportation. Per Toledo Public Schools and Trinity Transportation policy, each student requesting transportation must complete a new form for each new school year. The transportation portion will include forms that need filled out and returned, bus stop policy and behavior policy with consequences to go over with your student. Our policy follows Ohio Law and may help answer some of the questions parents have on how we operate.

The purpose of this communication is to inform you about the importance of re-enrolling your student in a timely manner, by June 1st, 2025. Not doing so can result in:

- Receiving a less than favorable stop (*there is no guarantee your old stop will be reinstated or available*)
- Bus routes being at capacity and alternative solutions evaluated for your student(s).
- Taking several days to get your student on a bus (*if you re-enroll only days before school starts or shortly **after** school has already started*)
- Creating constant route changes and inconsistent stop times for extended periods of time at the beginning of the new school year (*disrupting service for the riders who did re-enroll in a timely manner*)

In an effort to assist your Toledo Public Schools, along with your students' school, with a smoother transportation start-up for the 2025-2026 academic year, we have requested that they provide you with information that we need in order to have a positive impact.

Thank you

Trinity Transportation Routing Team

