



School Safety Assessment Technical Memorandum

James Monroe Elementary

San Leandro Unified School District

Assessment Held:

December 2018

James Monroe Elementary School

A school safety assessment was conducted at James Monroe Elementary in San Leandro during the morning arrival on Thursday December 13, 2018. The assessment was attended by representatives from the City of San Leandro, Alameda County Safe Routes to Schools Staff, and Monroe Elementary staff and parents.

Participants included:

- Michael Stella, Principal Engineer, San Leandro Engineering & Transportation Department
- Reh-Lin Chen, Senior Engineer, San Leandro Engineering & Transportation Department
- Jeannette McNeil, Principal, Monroe Elementary School
- Rebecca Jauregui, Parent Facilitator, Monroe Elementary School
- Lynette Watkins, Teacher, Monroe Elementary School
- Aaron Kerrigan, San Leandro Unified School District
- Ridge Greene, San Leandro Unified School District/RGM
- Carlos Valadao, Engineer, Alameda County SR2S Team
- Ben Frazier, Planner, Alameda County SR2S Team
- 7 Monroe Elementary School parents, including the PTO Co-president

School Information

Location & Enrollment

	Address:	3750 Monterey Boulevard, San Leandro, CA 94578
	Morning Bell(s):	8:10 AM
	Afternoon Bell(s):	TK/K: 1:50 PM (11:40 AM early dismissal) Grades 1-3: 2:10 PM (1:50 PM early) Grades 4-5: 3:00 PM (1:50 PM early)
	Grade Levels:	TK-5
	Enrollment	376
	School Type (neighborhood/magnet/charter) :	Neighborhood

Student Travel Data

Students' Proximity to School (school estimate):	Less than ¼ mile (5-min. walk): 20% Between ¼ and ½ mile (5-10-min. walk): 25% Between ½ and 1 mile (10 to 20-min. walk): 30% Greater than 1 mile (more than 20-min. walk): 25%
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Student Travel Mode Info:	School Estimate:
	Walking: 30% Biking: 10% School bus: 10% Transit: 0% Carpool: 0% Family Vehicle: 50% Other: 0%

SR2S Hand Tally data is not available for Monroe Elementary.

Bikes, Buses, and Drop-off/Pick-up

<p>Does the school have bike racks? What is the capacity? Is it secure bike parking?</p> <p>On a typical day, what percentage of racks are used?</p>		<p>Monroe Elementary has two “schoolyard” style bike racks located within the campus.</p> <p>There were two bikes parked on the day of the assessment. School staff stated that not many students currently bike to school.</p>
<p>How do school buses interact with the school?</p>		<p>Monroe Elementary is served by three small school buses. The buses currently load/unload students along Monterey Boulevard at the southern side of the Anza Way intersection.</p>
<p>Is the school served by local transit agencies? Are there stops within ¼ mile?</p>		<p>There are AC Transit stops close to school at the Floresta Boulevard/Monterey Boulevard intersection. Few students utilize these transit services.</p>
<p>Does the school have special pick-up/drop-off policies/procedures?</p>		<p>The school has a combined parking lot/drop-off loop. This drop-off area is only for students with mobility impairments. The loop exits directly into a crosswalk. Other families use available curb space to unload or park and walk.</p>

Monroe Elementary is located in San Leandro near the intersection of Monterey Boulevard/Floresta Boulevard. All school access points are along Monterey Boulevard. The

school is located next to Floresta Park. Most pick-up and drop-off activity occurs along Monterey Boulevard, especially at the Anza Way intersection. Many families also use Anza Way for school-related activities.

Existing Conditions

The following existing conditions were observed or reported by participants during the school safety assessment (SSA).

1. Monterey Boulevard

- ◆ Monterey Boulevard is the primary, and only, access route for Monroe Elementary.
- ◆ Park and walk and curbside loading and unloading both occur along Monterey Boulevard.
- ◆ Many students and families were observed walking along Monterey Boulevard from Floresta Park and beyond.
- ◆ During the peak arrival period, traffic did back up along the corridor. The congestion was made worse by the high frequency of drivers pulling to and away from the curb.
 - The vast majority of drivers utilized curb space along Monterey as the drop-off loop is currently only for students with mobility impairments.
- ◆ Some students were observed being dropped off while the car was double parked/idling along Monterey Boulevard. This behavior was also observed near the Anza Way intersection.
- ◆ Despite existing posted “No U-Turn” signs, drivers were observed performing U-turns along the corridor; sometimes using private driveways for additional roadway width.



Left: Families walking along Monterey Boulevard toward Monroe Elementary.

Right: A line of parked cars along the curb and queued cars in the street on Monterey Boulevard.

2. Monterey Boulevard/Anza Way

- ◆ The Monterey Boulevard/Anza Way intersection is a four-way intersection.
 - The southern approach is the current exit driveway for the parking lot and drop-off loop.

- The Anza Way approach is stop-controlled.
- There are two marked yellow transverse crosswalks across the western and southern approaches.
- ◆ A crossing guard is currently stationed at this intersection.
- ◆ There are existing in-pavement flashing lights at the Monterey Boulevard crosswalk. The in-pavement lights were not functional, but were supplemented by in-sign lights.
- ◆ The southeast corner (connects to the crosswalk across Monterey Boulevard) is immediately adjacent to the parking lot exit driveway. Because of the current vehicle flow direction in the drop-off loop, drivers cross the curb ramp area to reach the driveway.
 - During the assessment period, multiple drivers were observed driving over or being very close to driving over the curb ramp to reach the exit driveway.
 - This created a unique conflict point for pedestrians coming from Anza Way and Floresta Boulevard, especially if an exiting vehicle has to idle partially out of the driveway.
- ◆ As an alternative to Monterey Boulevard, some families chose to park and walk from Anza Way. This generates a fair volume of pedestrian traffic at the intersection.
- ◆ Students were frequently observed being dropped-off at the intersection. Students would typically then walk to the nearest corner and allow the crossing guard to control traffic and allow them to cross.
- ◆ Multiple drivers were observed making quick southbound right turns onto Anza Way from Monterey Road.
 - The wide corner radii at this intersection help facilitate this faster turning movement.
- ◆ The three small school buses that serve Monroe Elementary idle at this location: the red curb along the school side of Monterey Boulevard at the southern approach.
 - Multiple buses can be at the school at any given time.
 - The buses limit the view of pedestrians in the crosswalk for approaching northbound traffic.
 - These buses will sometimes idle for extended periods for operator breaks; extending the time the buses are parked on the street.



Left: A school bus idling near the Anza Way/Monterey Boulevard intersection.

Right: In the parking lot/drop-off loop, cars flow (in the picture) from right to left. The image shows the crosswalk curb ramp to the right and the exit driveway to the left.



Left: The marked crosswalk across Monterey Boulevard. The crossing includes in-pavement flashing lights and flashing in-sign LED lights crossing signs.

Right: The crossing of Anza Way.

Bottom: A van exiting the parking lot/drop-off loop.

3. Monterey Boulevard/Floresta Boulevard

- ◆ This is a major, four-way, stop-controlled intersection
 - The City currently has an unfunded project to convert this to a signalized intersection.
- ◆ Two of the approaches have yellow transverse crosswalks.
 - The crossing at the southern approach involves a pork chop island crossing. There is a free right turn lane for eastbound right turns off of Floresta Boulevard.
- ◆ Families were observed crossing Floresta Boulevard to access Monroe Elementary.
 - These pedestrians faced multiple threats from cars (crossing multiple vehicle lanes)
- ◆ There are two AC Transit stops at this intersection, at the northeast and southeast corners.



Above: Pedestrians in the marked crossing of Floresta Boulevard at the eastern approach.

4. Parking Lot Drop-off Area

- ◆ This school has an L-shaped staff parking lot. Part of the parking lot is used as a drop-off loop for students with special mobility needs. No other students are supposed to use this space.
- ◆ Traffic in the drop-off loop currently flows from north to south.

- ◆ The southeast corner curb ramp of the Anza Way intersection is immediately adjacent to the parking lot exit driveway. Because of the current vehicle flow direction in the drop-off loop, cars cross the curb ramp area to reach the driveway.
 - During the assessment period, multiple drivers were observed driving over or very close to driving over the curb ramp to reach the exit driveway.
 - This created a unique conflict point for pedestrians coming from Anza Way and Floresta Boulevard.
- ◆ School staff stated the drivers will sometimes use the parking lot's entry driveway when making U-turns.

Recommendations

Engineering Recommendations

Recommendations to improve infrastructure or operations surrounding Monroe Elementary School can be seen on the conceptual improvement plan found on the following page.

Policy & Program Recommendations

The Alameda County Safe Routes to Schools Program, in addition to engineering improvements, has many encouragement and educational activities that can benefit students and the campus community at Monroe Elementary.

The School Site Coordinator for Monroe Elementary is Jeannette Cooper. The site coordinator can help schedule, organize, and promote many of the program offerings of Alameda County SR2S. The contact information for the Site Coordinator is below:

Jeannette Cooper, jcooper@alamedacountysr2s.org

Please do not hesitate to reach out to the site coordinator if you have any questions or concerns or to move forward with additional programming activities.

Programs

The following improvements are recommendations for policy and program implementation at Monroe Elementary School to increase safety and active commutes to school.

- ◆ Develop Walk and Bicycle Route Maps
 - The SR2S Program can create recommended Walk and Bicycle Route Maps. These maps illustrate preferred routes to school for walking and biking. Maps also provide safety tips to encourage better travel behavior. These maps can also be used as a part of the Walking Schools Buses (WSB), Bicycle Trains (BT), or other Walk and Roll to School activities. Park and Walk, WSB, and BT meeting locations are also shown on these maps where appropriate.
- ◆ Encourage and Help Facilitate Carpooling
 - The SR2S Program can assist schools in working with parents to connect them with other families who live nearby to increase the number of students carpooling. This can reduce congestion by reducing the number of vehicles coming to campus.
- ◆ Facilitate Walking School Buses and Bicycle Trains
 - Walking School Buses (WSBs) and Bicycle Trains (BTs) are groups of students, led by parent chaperone(s), that meet at designated locations and times to gather and walk and/or bike to school together. WSBs and BTs can be regular events, occurring daily, weekly, monthly; or they can occur in coordination with other events like International Walk and Roll to School Day or the Golden Sneaker Contest. SR2S staff can assist schools with the planning, coordination, and execution of the WSBs and BTs. Walking and biking in groups with parental supervision can not only increase the visibility of these students, but can reduce barriers to walking or biking for some families while making it fun and exciting for the students.

- ◆ Schedule Pedestrian Rodeos & Bicycle Rodeos
 - These interactive rodeos/workshops are great educational opportunities to teach and refresh safe walking and bicycling behavior. These workshops cover a wide range of relevant topics from understanding traffic signals and signs, to bicycle hand signals, to how to safely cross the street. Pedestrian Safety Rodeos and Bicycle Safety Rodeos are geared towards elementary school students.
- ◆ Schedule Rock the Block Assembly
 - Rock the Block is a fun, interactive assembly that teaches lessons about safely walking and bicycling to and from school. The Rock the Block assembly is geared towards elementary school students.
- ◆ Participate in International Walk and Roll to School Day (IRW2SD), the Golden Sneaker Contest (GSC), and Bike to School Day (B2SD)
 - These are the three main countywide encouragement events that occur throughout the academic year. All schools can participate in International Walk and Roll to School Day, held in October every year. The Golden Sneaker Contest, held in spring, is for elementary and middle schools and is a two-week contest both within schools and across the county challenging classrooms to travel to/from school using active and shared modes. All schools can also participate in Bike to School Day, held in tandem with Bike to Work Day, which encourages schools to sponsor Energizer Stations and students and families to bike to school.

Safe Routes to Schools Improvement Plan

James Monroe Elementary, San Leandro

Site Assessment held December 2018



- 1 Monterey Boulevard**
 - Install white curb and R25D time limited School Loading signs along Monterey Boulevard
 - Install Detail 22 yellow centerline pavement markings to discourage vehicle passing in opposing travel lanes
 - Maintain existing red curb near fire hydrant, but move buses to new location as discussed in the two alternatives in Item 4
- 2 Monterey Boulevard/Anza Way**
 - At the northwest and southwest corners, install curb extensions to shorten crossing distance and tighten up the corners' radii
 - Consistent with each alternative in Item 4, relocate the marked crossing of Monterey Boulevard
 - Upgrade the existing transverse crosswalk at the western approach to a high visibility crosswalk
 - On Anza Way, install Detail 22 Yellow centerline to discourage passing movements at the intersection
 - Relocate/Upgrade the existing in-sign flashing lights with a RRFB when the crossing of Monterey Boulevard is relocated
- 3 Monterey Boulevard/Floresta Boulevard**
 - LONG TERM: The City of San Leandro should continue to seek funding to signalize this intersection (existing, non-funded project). When the signal is installed, install with pedestrian countdown signal heads and consider incorporating leading pedestrian intervals and no right turn on red to prioritize pedestrian crossings
 - LONG TERM: Square-up the western approach and remove the free-right turn lane

Both of these recommendations are consistent with San Leandro's 2018 Bicycle and Pedestrian Master Plan's recommendation for this intersection
- 4 Staff Parking Lot & Drop-off Loop**
 - **Alternative A:** Implement the intersection improvements identified in Item #2.

Buses should load/unload inside the drop-off loop area. If a bus needs to idle for an extended period, it should back into the other section of the parking lot to idle to keep the drop-off lane free of obstructions for circulation and visibility.

The flow of the loop is reversed to run from south to north. Staff parking is lost within the lot against Monterey Boulevard. Construct a fence or install other barrier to separate parking lot from sidewalk. On the street side, sign this area for staff parking to supplement what was lost within the parking lot. Near the new exit driveway, install bollards or Dura-curb on Monterey Boulevard's centerline to discourage left turns. Install R3-5(R) Right Turn Only Sign at exit driveway. Enhance lighting within the parking lot.



The Alameda County Safe Routes to Schools Program is funded by the Alameda County Transportation Commission. Your transportation dollars at work!

The above items are recommendations only and based on Safe Routes to Schools site assessment best practices. Feasibility determination, final design, accessibility, funding, and implementation of any recommended improvements is the responsibility of the appropriate governing agency.