



School Safety Assessment Technical Memorandum

COTTONWOOD CREEK K-8 SCHOOL

2400 Central Parkway, Dublin, CA 94568

Dublin Unified School District

March 2019

COTTONWOOD CREEK K-8 SCHOOL

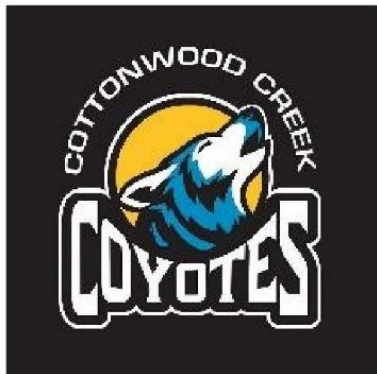
A school safety assessment was conducted at Cottonwood Creek K-8 School in Dublin during the afternoon dismissal on March 7, 2019. The assessment was attended by representatives from the City of Dublin, Alameda County Safe Routes to Schools Staff, and six staff and parents.

Participants included:

- Sai Midididdi, Associate Civil Engineer (Traffic), City of Dublin
- Matt Campbell, Assistant Superintendent of Educational Services, Dublin Unified School District
- Maple Lai, Assistant Principal, Cottonwood Creek K-8 School
- Lorianne Ventura, Principal, Cottonwood Creek K-8 School
- Eman Tai, Parent, Faculty Council President
- Aleida Andrino-Chavez, Alameda County SR2S Team
- Beth Martin, Planner, Alameda County SR2S Team
- Carlos Valadao, Engineer, Alameda County SR2S Team
- Four Cottonwood Elementary School parents

School Information

Location & Enrollment

	Address:	2400 Central Parkway Dublin, CA 94568
	Morning Bell(s):	Kindergarten: 8:35 am Grades 1-8: 8:25 am
	Afternoon Bell(s):	Kindergarten: 12:26 pm Grades 1-8: Mon/Tues: 2:00 pm; Wed/Thurs/Fri: 3:00 pm
	Grade Levels:	K-8
	Enrollment	813
	School Type (neighborhood/ magnet/charter):	School has enrollment boundary

Student Travel Data


Students' Proximity to School (school estimate):	Less than ¼ mile (5-min. walk): 25% 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): 20%
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Student Travel Mode Info:	<div style="text-align: right;">School Estimate:</div> Walking: 30% Biking: 10% School Bus: 0% Transit: 0% Carpool: 15% Family Vehicle: 45% Other: 0%
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Recent Hand Tally data is not available for Cottonwood Creek.

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

Is the school served by local transit agencies? Are there stops within ¼ mile?		Cottonwood Creek K-8 School is served by Route 502 of Tri-Valley Wheels; the bus stop is located on Central Parkway east of the school entrance
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<p>Does the school have special pick-up/drop-off policies/procedures?</p>		<p>Kindergarteners must be dropped off and picked up from their classroom/buildings.</p> <p>Students in Grades 1-8 walk, ride to school, or are dropped off as determined by parents/guardians.</p> <p>Students in Grades 1-8 walk, ride home or to after school activities, or are picked up as determined by parents/guardians.</p> <p>There is no supervision after school, so it is requested students do not stay on campus.</p>
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**No school buses serve Dublin Unified Schools*

Frontage Streets

Street Name	Width	Lanes	Posted Speed Limit	Existing Traffic Calming
Central Parkway	50 feet	2 lanes	25 mph	Class II bicycle lanes

Collision Summary 2014-2018

Radius from School	Fatal Collisions	Severe Injury Collisions	Visible Injury Collisions	Complaint of Pain Collisions	Pedestrian-Involved Collisions	Bicycle-Involved Collisions	Total Collisions
< ¼ mi	0	0	0	0	0	0	0
¼ mi – ½ mi	0	0	0	2	0	2	2
Total	0	0	0	2	0	2	2

Source: Transportation Injury Mapping System (TIMS), Safe Transportation Research and Education Center, University of California, Berkeley.2019

Existing Conditions

Overview

Cottonwood Creek K-8 School is located in Dublin, California on Central Parkway, around 1,000 feet east of the intersection of Central Parkway and Fallon Road. Cottonwood Creek K-8 School is a new school and opened its doors for the 2018-2019 school year. The surrounding infrastructure on Central Parkway has also been recently updated, including a landscaped median, yellow high visibility crosswalks, and Class II bicycle lanes on Central Parkway between Fallon Road and Croak Road. The enrollment boundary includes the residential subdivisions just north of Central Parkway, surrounding Jordan Ranch Park, and surrounding the Westport Village multifamily units.

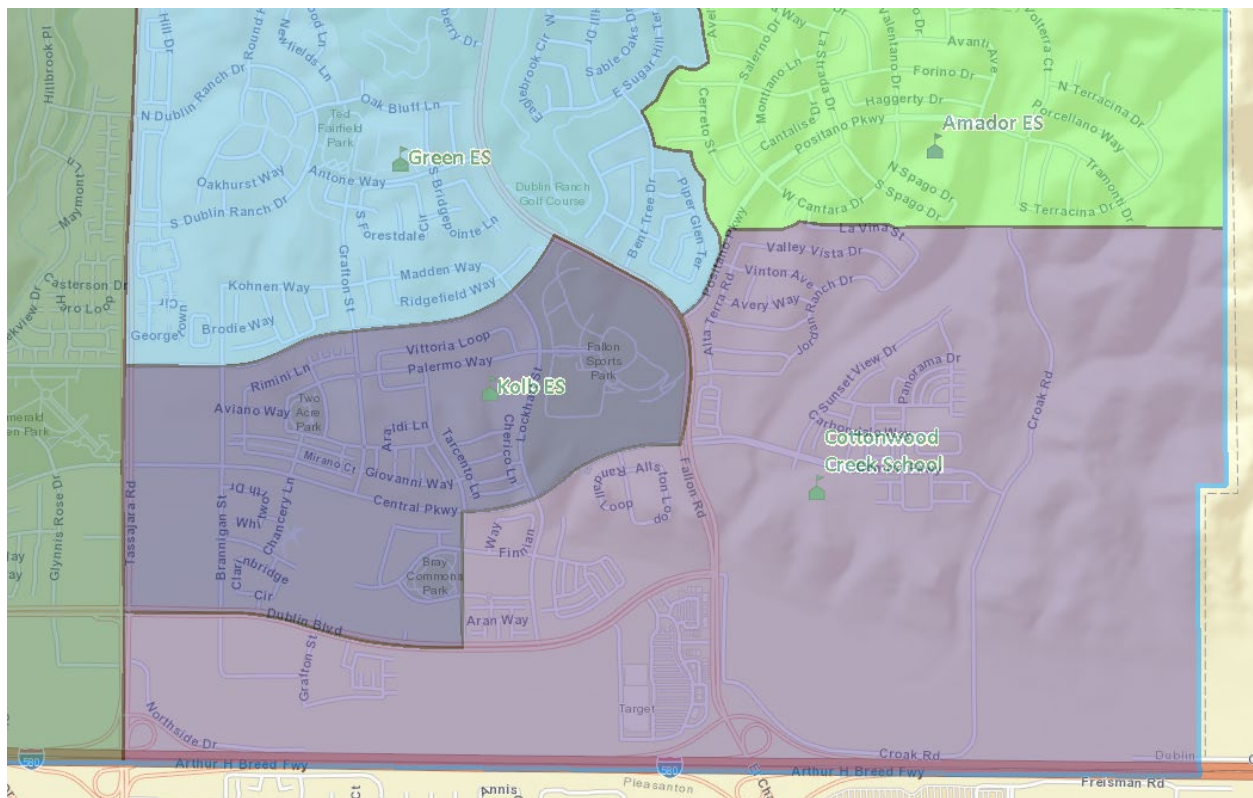


Figure 1. Enrollment Boundary for Cottonwood Creek School. Source: Dublin Unified School District

Observations

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

1. Central Parkway Frontage

- ◆ The curb fronting the school on Central Parkway is painted white, with signs designating the curb as a 5-minute stopping limit for student drop-off/pick-up

during 7:00 am – 4:00 pm on school days. A sign below reads “pull forward; student drop-off; parents must remain in vehicle.”

- ◆ The SSA team observed that some parents park and wait while others leave their car to pick-up their students during the afternoon pick-up.
- ◆ Students exiting the school on bike travel on the school frontage sidewalk, either crossing at Central Parkway and Sunset View Drive or traveling down to the intersection with Fallon Road. Students were not observed using the bike lanes along Central Parkway.
- ◆ The SSA team noted that students biking would gain speed traveling down the sloped sidewalk. Parents noted that it felt uncomfortable walking on the sidewalk and sharing space with students biking.



Above: The school frontage is designated as a 5-minute student drop-off area.

2. Drop-off Loop

- ◆ The drop-off loop is over 400 feet long; drivers enter at the intersection of Central Parkway and Sunset View Drive and the loop splits into three lanes as it wraps by the school frontage. A school staff member was present managing drop-off and encouraging cars to pull forward before picking up students.
- ◆ There are parking spaces in the center of the drop-off loop. The SSA team observed parents double parking in the central parking lot while waiting for their student. Parents present at the SSA noted that exiting the parking area into the “top” of the drop-off loop (farthest from the intersection) was very challenging because of the angle of the concrete channelization. Drivers in the loop are already doubled up at that point of the loop, requiring drivers exiting the parking area to make a very tight turn.



Above: The drop-off loop at the intersection of Central Parkway and Sunset View Drive splitting into three lanes.

3. Extended Day Childcare (EDCC) Cottonwood Creek Parking Lot

- ◆ The SSA team observed parents double parking in the EDCC parking lot along the red curb at the entrance of the parking lot. Use of this parking lot is open to staff and family parking.
- ◆ The parking lot is also the entrance and exit for students who are using the bike parking on campus. There is no designated bicycle facility connecting Central Parkway to the secure bike parking and the SSA team observed drivers turning into the parking lot as students were biking up out of the driveway.



Above: The parking lot is also the entrance and exit for students who are using the bike parking on campus.

4. Central Parkway/Sunset View Drive

- ◆ There is a crossing guard stationed at the signalized intersection of Central Parkway/Sunset View Drive. The eastern leg serves as the entrance and exit to the school's drop-off loop. The intersection has yellow high visibility crosswalk markings on each approach, and the eastern approach has bike and pedestrian shared use markings.
- ◆ During afternoon pick-up, the SSA team noted that cars queued along Central Parkway waiting to turn right into the drop-off entrance. Sometimes drivers block the crosswalk across the drop-off while students are crossing.



Above: Drivers queue along Central Parkway from the drop-off entrance back towards the intersection of Fallon Road and Central Parkway.

5. Fallon Road/Central Parkway

- ◆ There is a crossing guard located at the intersection of Fallon Road and Central Parkway. The SSA team observed most pedestrians crossing from the southeast to southwest corner across Fallon Road. Fallon Road is approximately 100 feet wide. The eastbound approach has two right turn lanes, and the eastbound, southbound, and westbound approach has two left-turn lanes.
- ◆ For afternoon pick-up, drivers queued along Central Parkway from the drop-off entrance back towards the Fallon Road/Central Parkway intersection, but were not observed blocking turning movements onto Central Parkway.

Alameda County Safe Routes to Schools Program



Left: Students cross Central Parkway at Central Parkway and Sunset View Drive with aid of crossing guard.



Right: Drivers queue while entering the drop-off area, sometimes blocking the crosswalk.

Recommendations

Engineering Recommendations

Recommendations to improve infrastructure or operations surrounding Cottonwood Creek K-8 School can be seen on the conceptual improvement plan found on the following page.

Policy & Program Recommendations

In addition to engineering improvements, the Alameda County Safe Routes to Schools Program has many encouragement and educational activities that can benefit students and campus community at Cottonwood Creek K-8 School.

The School Site Coordinator for Cottonwood Creek K-8 School is Jennifer Holmes-Ledet. 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:

Jennifer Holmes-Ledet, jledet@alamedacountysr2s.org

Please do not hesitate to reach out to the Site Coordinator if you have any questions or concerns, or if you wish to move forward with additional programming activities.

Programs

The following improvements are recommendations for policy and program implementation at Cottonwood Creek K-8 School to increase safety and active commutes to school.

- ◆ Consider offsetting the bell schedules of the elementary and middle school grades by 10-15 minutes. This will help disperse pick-up and drop-off traffic while still providing a schedule that works for families with students in both grade groups.
- ◆ Implement a student safety patrol program (such as the program funded by AAA) to assist an attended rolling drop-off during school drop-off hours. For a successful program, a lead parent or staff volunteer should be identified, and the appropriate loading zone and “Pull Forward” signage should be installed.
- ◆ Update Walk and Bicycle Route Maps
 - The City of Dublin has developed walking and biking routes for Dublin Unified schools. These maps can be modified by request to include Walking School Bus or Bike Train stops.
- ◆ 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 a parent/adult chaperone, 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, or monthly or 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 road users, 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.
- ◆ 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. Cocoa for Carpools, held in the winter, is a fun event for high schools that rewards carpoolers with free hot chocolate when they arrive to school. 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
Cottonwood Creek K-8 School
Dublin

Site Assessment held MARCH 2019

- 1**Central Parkway / Panorama Way**
- Install advanced stop bars at all approaches
- 2**Central Parkway School Frontage**
- Consider implementing an attended rolling drop-off consistent with the striping and “Pull Forward” signage
- Long Term: Widen the sidewalk to provide additional width for the sidewalk/trail facility along Central Parkway between the school and Fallon Road
- Consider adding new bike parking location at location along school frontage to prevent students from having to bike through the EDCC Cottonwood Creek parking lot
- 3**Central Parkway/Sunset View Drive**
- Consider implementing a leading pedestrian interval (LPI) at the existing signal to give students a head start crossing the street
- 4**Central Parkway/Fallon Road**
- Install high visibility crosswalks on all approaches
- 5**Drop-off Loop**
- Consider implementing an attended rolling drop-off assisted by student ambassadors at Cottonwood Creek
- Add loading zone and “Pull Forward” signage to support attended rolling drop-off
- Consider installing 5MPH speed limit signs along drop-off loop to encourage drivers to use slower speeds
- Reconfigure and restripe parking lot area to improve safety of operation and to add additional parking capacity for staff. Consider the following actions:
- Remove under-utilized middle drop off lane
- Restripe top curve of loop to only allow for one lane of car movement and improve left turning movement from central parking area
- Add bollards where needed to restrict motor vehicle movement
- 6**EDCC Cottonwood Creek Parking Lot**
- Install Class I Shared Use Path or separated bicycle facility along parking lot edge to create protected path for students accessing on-campus bike parking. If design cannot accomodate existing parking lot function, consider relocating bicycle parking, as detailed in Recommendation #2.



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.