



School Safety Assessment Technical Memorandum

PALMA CEIA ELEMENTARY SCHOOL

27679 Melbourne Ave., Hayward, CA 94545

Hayward Unified School District

June 2022



The Alameda County Safe Routes to Schools Program is a program of the Alameda County Transportation Commission (alamedactc.org) and is funded with Alameda County's local sales tax Measure B, regional, state and federal funds.

Palma Ceia Elementary School


A school safety assessment was conducted at Palma Ceia Elementary School in Hayward during the morning arrival on Thursday, April 28, 2022. The assessment was attended by representatives from the Alameda County Safe Routes to Schools (SR2S) staff, and Palma Ceia Elementary School staff, parents, and caregivers. The school was selected for a safety assessment based on a countywide school prioritization process and coordination with the City of Hayward.

Participants included:

- Lara Colyer, principal, Palma Ceia Elementary School
- Cynthia Veloz-Montes, family engagement specialist, Palma Ceia Elementary School
- Lizzett Sandoval, parent and noon supervisor, Palma Ceia Elementary School
- Stephanie Jim, program manager, Alameda County SR2S team
- Kenny Jeong, engineer, Alameda SR2S team
- Courtney Wood, planner, Alameda County SR2S team
- Charlie Simpson, planner, Alameda County SR2S team

School Information


Location and Enrollment

	Address:	27679 Melbourne Ave., Hayward, CA 94545
	Morning Bell(s):	8:00 a.m. (K-6) 8:50 a.m. (1-3, Late Bird on Monday, Tuesday, Thursday, Friday) 9:00 a.m. (K, on Monday, Tuesday, Thursday, Friday)
	Afternoon Bell(s):	12:30 p.m. (K, Early Bird on Monday, Tuesday, Thursday, Friday) 1:30 p.m. (K, Late Bird on Monday, Tuesday, Thursday, Friday) 1:45 p.m. (1-3, Early Bird on Monday, Tuesday, Thursday, Friday) 2:30 p.m. (1, 3-6 on Monday, Tuesday, Thursday, Friday) 2:35 p.m. (1-3, Late Bird on Monday, Tuesday, Thursday, Friday) 12:20 p.m. (K, on Wednesday) 12:30 p.m. (1-6, on Wednesday)
	Grade Levels:	K-6
	Enrollment:	522

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	School Type (neighborhood/ magnet/charter):	Neighborhood
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Bikes, Buses, and Drop-Off/Pick-Up

Does the school have special pick-up/drop-off policies/procedures?		Families driving vehicles enter from the east entrance on Melbourne Avenue, drop off their students in front of the school, and exit onto Everglade Street.
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Street Profiles

Street Name	Width	Lanes	Posted Speed Limit	Traffic Volumes	Notes
Melbourne Avenue	32 feet	Two lanes	25 mph		Street parking
Everglade Street	32 feet	Two lanes	25 mph		Street parking
Miami Avenue	46 feet	Two lanes	25 mph		Street parking, Class II bike lanes
Panama Street	32 feet	Two lanes	25 mph		Street parking
La Porte Avenue	32 feet	Two lanes	25 mph		Street parking

Pedestrian- and Bicycle-Involved Collision Summary 2016-2020

The collision summary table shows all bicycle- and pedestrian-involved collisions within one-half mile of the school. These collisions may or may not involve school-related travel.

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Radius from School	Total Collisions	Fatal Collisions	Severe Injury Collisions	Visible Injury Collisions	Complaint of Pain Collisions	Pedestrian Collisions	Bicycle Collisions
< ¼ mi	1	0	0	1	0	0	1
¼ mi – ½ mi	15	2	4	5	4	10	5
Total	16	2	4	6	4	10	6

Source: UC Berkeley – Transportation Injury Mapping System, Safe Transportation Research and Education Center, University of California, Berkeley, 2021

Community Health and Demographics (Data from the Census Tract of School Site)

Percent of Students Eligible for Free or Reduced Priced Meals (2020-21 school year)	MTC Equity Priority Community Designation (2018)	Healthy Places Index Score (2021)	CalEnviroScreen 4.0 Percentile (2021)
54.8%	High	63.6th Percentile	68th Percentile

Sources: California Department of Education, Metropolitan Transportation Commission, Public Health Alliance of Southern California, and California Office of Environmental Health Hazard Assessment

Existing Conditions

Overview

Palma Ceia Elementary is located near Interstate 880 and Tennyson Road in Hayward, California. The school is surrounded by residential neighborhoods and Palma Ceia Park, and the majority of Palma Ceia students get to school by walking, closely followed by being driven in a family vehicle and carpooling. The main entrance to the school is accessed from Melbourne Avenue, where the driveway loop and the school parking lot are located.

During school pick-up/drop-off, families use the drop-off loop located off Melbourne Avenue. Private vehicles can pull into the drop-off loop, where students are dropped off or picked up near the school's main entrance. After pick-up/drop-off, families exit the drop-off loop onto Everglade Street.

During arrival and dismissal times, a long queue of cars waiting to enter the school driveway tends to form and extend north along Melbourne Avenue. This queue contributes to a conflict point at the school drop-off loop entrance with students and families walking to school. Drivers frequently block the sidewalk as they turn into the school entrance. Some families choose to park along nearby streets such as

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Everglade Street and Dolphin Lane and then walk to the entrance with their students in the morning or meet them after school.

The school drop-off lane in front of the school is another conflict point. Sometimes students and families will walk through the school parking lot and the pick-up and drop-off lane.

Observations

Participants observed or reported the following conditions during the school safety assessment:

1. School Pick-Up/Drop-Off Loop (*Corresponds to #1 on Improvement Map*)
 - ◆ Some students and families walk through the school parking lot, which can feel unsafe.
 - ◆ No convenient bike racks are located near the school entrance.
 - ◆ A long queue of cars waiting to enter the school driveway tends to form and extend north along Melbourne Avenue during peak hours, often blocking the travel lane. This queue contributes to a conflict point between students and families walking to school as drivers frequently block the sidewalk at the entrance.



Left: The faded crosswalk leading across the pick-up/drop-off location and driveway.



Right: Students and families walking through the long queue of cars entering the school during drop-off.

The following infrastructure recommendations are proposed to improve the previously described existing conditions:

- Installing a crosswalk across the drop-off loop connecting the curb to the parking lot
- Installing bike parking adjacent to the school drop-off location. The bike parking location should be studied to minimize conflicts between vehicles and people bicycling.

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- Pending staff availability, station a staff member at the driveway entrance to help meter drivers and help keep the sidewalk clear.
- Coordinating with the Park Department, City, and School District to consider school access options through Palma Ceia Park.

2. Everglade Street/Melbourne Avenue (*Corresponds to #2 on Improvement Map*)

- ◆ This four-legged two-way stop-controlled intersection has stop controls on Everglade Street and no controls on Melbourne Avenue.
- ◆ Parents and students frequently cross Melbourne Avenue at this intersection to get to school.



Above: Parents and students cross Melbourne Avenue at Everglade Street.

The following infrastructure recommendations are proposed to improve the previously described existing conditions:

- Conducting a stop sign warrant study to consider stop signs for the Melbourne Avenue approaches
- Conducting a visibility analysis to determine if parking should be removed at the intersection approaches. This analysis should be conducted for all intersections and driveways identified in this study.

3. Miami Avenue/Melbourne Avenue (*Corresponds to #3 on Improvement Map*)

- ◆ This four-legged intersection has all-way stop controls.
- ◆ Parents and students frequently cross Miami Avenue at this intersection to get to school.
- ◆ The crosswalks at this intersection are faded.
- ◆ Tire marks show people driving cars have done doughnuts in the middle of this intersection.



Above: The faded crosswalks at Miami Avenue and Everglade Street.

The following infrastructure recommendations are proposed to improve the previously described existing conditions:

- Installing high-visibility crosswalks
- Constructing curb extensions
- In the long term, considering installation of a traffic circle

4. Everglade Street/Dolphin Lane/Decatur Way (*Corresponds to #4 and 5 on Improvement Map*)

- ◆ Everglade Street/Dolphin Lane is an uncontrolled T-intersection. There is a faded transverse crosswalk across the Dolphin Lane approach.
 - Students and families were observed crossing at this intersection despite the lack of marked crosswalks.

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- ◆ Drivers exiting the drop-off loop were observed making quick turns out of the parking lot and not stopping to look for pedestrians.
- ◆ There is perceived vehicular speeding on Everglade Street.

The following infrastructure recommendations are proposed to improve the previously described existing conditions:

- Restriping the transverse crosswalk at Dolphin Lane and Decatur Way
- Conducting a stop sign warrant study to consider a 2-way stop or all-way stop-controlled intersection at Everglade Street and Dolphin Lane.
- Implementing traffic calming as per the City's Traffic Calming Program¹ along Everglade Street between Florida Street and Dolphin Lane. If an all-way stop-controlled intersection is warranted, then additional traffic calming may not be necessary.
- Constructing curb extensions at Everglade Street/Melbourne Avenue

Participant Comments

Participants were excited about the potential to improve student safety on the streets and transportation facilities around Palma Ceia Elementary School. Most of the discussion concentrated on concerns about safety issues at the school pick-up/drop-off area, perceived speeding on nearby streets, especially along Everglade Street, and driver-pedestrian conflicts from long queue lines of vehicles trailing out of the parking lot during peak pick-up/drop-off times. Participants' comments about specific locations throughout the school campus have been reflected in the observations section of this memorandum.

Recommendations

Engineering Recommendations

Recommendations to improve infrastructure or operations surrounding Palma Ceia Elementary School can be seen on the conceptual improvement plan found following this memo.

Policy and Program Recommendations

In addition to engineering improvements, the Alameda County SR2S Program has many encouragement and educational activities that can benefit students and the campus community at Palma Ceia Elementary School.

¹ Refer to the City of Hayward's Neighborhood Traffic Calming Program for potential solutions. Speed humps, for example, are suitable on residential streets with speed limits of 35 mph or lower and with existing issues such as speeding and persistent cut-through traffic.

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The school site coordinator for Palma Ceia Elementary School is Sheila Islam. 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:

Sheila Islam, sislam@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 Palma Ceia Elementary School to increase safety and active commutes to school:

- ◆ Encourage and facilitate carpooling:
 - The SR2S Program can assist schools in working with parent and caregivers 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 and Bicycle Trains are groups of students, led by parent/adult chaperones, that meet at designated locations and times to gather and walk or bike to school together. Walking School Buses and Bicycle Trains 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 Walking School Buses and Bicycle Trains. 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.
- ◆ School staff/parent volunteers permitting, start a rolling drop-off/student valet/school ambassador program:
 - A student valet or ambassador program can help facilitate a smoother, more organized, and safer curbside drop-off experience for students, families, and staff. Students (staying on the curb) and staff/parent volunteers help direct cars pulling to the curb, open car doors for students, and help expedite the drop-off process. The SR2S Program can help Palma Ceia organize a student valet or other curbside changes.
- ◆ Schedule Pedestrian Rodeos and Bicycle Rodeos:
 - These rodeos are great educational opportunities to teach and refresh safe walking and bicycling behavior. These workshops cover a wide range of relevant topics including understanding traffic signals and signs, bicycle hand signals, and how to safely cross the street.
- ◆ Participate in International Walk and Roll to School Day, the Golden Sneaker Contest, and Bike to School Day:

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- 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

Palma Ceia Elementary

Hayward

School Safety Assessment held May, 2022

Improvement Detail

- 1a Install crosswalk across drop-off loop connecting the curb to the parking lot
- 1b Install bike parking adjacent to the school drop-off location. The bike parking location should be studied to minimize conflicts between vehicles and people bicycling
- 1c Coordinate with the Park District, City, and School District to consider school access options through Palma Ceia Park
- 1d Station a staff member at the driveway entrance to maintain a clear sidewalk path
- 2a Conduct a stop sign warrant study to consider stop signs for the Melbourne Avenue approaches
- 2b Construct curb extensions at Everglade Street/Melbourne Avenue. Curb extensions can be built with quick-build materials in the short-term
- 3a Short-Term: Upgrade existing crosswalks to high-visibility crosswalks
- 3b Short-Term: Install curb extensions at all four legs of the intersection. Curb extensions can be built with quick-build materials in the short-term
- 3c Long-Term: Install traffic circle
- 4a Refresh transverse crosswalk along Everglade St at Dolphin Ln
- 5a Conduct a stop sign warrant study to consider a 2-way stop or all-way stop-controlled intersection at Everglade Street and Dolphin Lane
- 5b Implement traffic calming as per the City’s Traffic Calming Program along Everglade Street between Florida Street and Dolphin Lane. If an all-way stop-controlled intersection is warranted (5a), then additional traffic calming may not be necessary
- 5c Upgrade both crosswalks at Everglade St/Decatur Way to high-visibility crosswalks
- 5d Construct curb extensions at the three corners with crosswalk landings. Curb extensions can be built with quick-build materials in the short-term

Universal Recommendations

- U1 Conduct a visibility analysis at all intersections and driveways identified in this study to determine if parking should be removed or if vegetation should be trimmed at the approaches

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.
**Red curb and/or parking restriction signage should be provided between advance stop/yield markings and the crosswalk. Exact red curb distance should be determined in accordance with the CA-MUTCD and City policies/standards. Red curb not symbolized on map.
This figure is intended only for reference, conceptual planning, and informational purposes. This figure should not be used to establish boundaries, property lines, location of objects, or to provide any other information typically needed for final design, construction or any other purpose when engineered plans are required.