

Transportation Management Plan

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Transportation Management Plan

To ensure the safety of the students and to fulfill the commitment to the neighborhood to manage the traffic and parking impacts, Challenge to Excellence Charter School has developed this transportation management plan (TMP). This plan defines the strategies for the coming school year. This should be a living document that continuously evolves with the growth of the school and neighboring areas.

The goals of the transportation management plan are to:

- Provide a safe environment for students, staff, visitors and neighbors
- Maintain all school drop-off and pick-up activity/queuing on-site
- Provide adequate parking for students and staff that drive
- Minimize single occupancy vehicle (SOV) driving
- Minimize off-site traffic impacts

New Driveline App - Schoolhouse Driveline

Challenge to Excellence Charter School staff has implemented **Schoolhouse Driveline** to make the school dismissal process "more efficient and more secure" and to help communicate to the school when parents are on-campus to pick-up their student(s). **Schoolhouse Driveline** utilizes hang tags with a family ID and software for staff to tell students when their vehicle has arrived. Those that drive and those that walk can have different colors assigned to get the student to the correct location for pick-up.

How Does It Work?

Here is an outline of a typical afternoon pick-up driveline with the implementation of Schoolhouse Driveline:

- **Assign ID number.** Each family is assigned an ID number that is displayed on a tag in their vehicle during pick-up.
- **Communicate:** A school staff member will enter the ID number in a tablet, mobile phone or computer when the vehicle arrives on campus. The student's name instantly appears in their classroom or designated location in the school indicating arrival of their vehicle.
- Connect: the students are directed to their pick-up location to meet their parent/guardian.

The Schoolhouse Driveline software streamlines the driveline process by allowing for quick and efficient release of students in the afternoon by vehicle or by walking. Controlling the traffic flow increases safety and provides improved conditions for parents, students, teachers and the community. Note that all family information and sign-in information is secure.

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Driveline Process

To create an efficient Driveline, it is imperative that all drivers (parents/guardians, students, and staff) follow the process that has been set forth and obey the traffic rules along the public roads. At registration your family will be assigned an ID number and given a family tag by Challenge to Excellence. Here are the standard operational practices for the Driveline:

- 1. **Follow the Route to the School.** All vehicles must enter Driveline by heading west on Carlson Drive (See **Figure 4**). Vehicles are prohibited to enter the Driveline via the access road from Starbucks/Loaf n' Jug.
- 2. **Display ID Tag in Front Vehicle Window:** Drivers without a tag will not be allowed to pick up students until the end of the carpool time (all-call).
- 3. **Walker Release:** Students are led outside by staff at the designated "walker" release time from the south door. Wait for your walking student on the sidewalk along the south end of the school and do not wait near the Driveline or front entrance.
- 4. **Driveline School Release:** Students will be permitted to exit the school when their name/number appears in the classroom/school monitor.
- 5. Loading/Unloading as a Block: drop-off and pick-up will take place at the same time as a block of vehicles. Vehicles shall pull forward to the front of the line, wait for the staff signal that all vehicles are stopped, and then allow students to exit or enter the vehicles. Once all students have exited/entered the vehicle and moved to the sidewalk, vehicles will be released to exit. Staff will direct each line to exit to reduce congestion.
- 6. Waiting Parking Area: If a student(s) is not available for pick-up before the block of vehicles is ready to be released, then the parent/guardian will need to pull forward to the designated two (2) waiting parking spaces to get out of the driveline.
- 7. **Late Pick-up:** Students not picked up prior to 3:30 PM will be taken to the office and late charges will be assessed (per Student/Parent handbook).
- 8. **Early Pick-up:** If you need to pick-up a student early for a prearranged appointment, please pick-up your student before 2:40PM.



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To make the Driveline most efficient, follow the procedures below (as shown on Figures 4 and 5):

Driveline Procedures:

Morning Drop-Off and Afternoon Pick-Up

- Turn Right from Carlson Drive (only approved route)
- o **Enter** the school from the Access Road (Right-In Only)
- Circulate the parking area as directed
- Stop and Wait until all vehicles around you have come to a complete stop and attendant directs students to exit the vehicles
- Drop-off/Pick-Up student and take tag down when your student has exited or entered the vehicle and you are ready to exit.
- Exit the school property when directed by attendants and turning left onto the Access Road
- Turn Right onto Carlson Drive at the stop sign

Remember:

- o Morning Drop-Off Students cannot be dropped off prior to 7:40 AM.
- o Afternoon Pick-up Do not arrive to the school or neighboring area prior to 2:40 PM.
- One-way system
- No parent/guardian parking on-campus between 7:15 8:15 AM and 2:40 3:30 PM
- Cars are not permitted to enter Driveline via the Access Road from Starbucks/Loaf n' Jug
- o No parking on Access Road adjacent to school property and field

Figures 4 and 5 have illustration of the Driveline both routing off-campus and through campus, respectively.

Staff and Volunteer Driveline Roles and Responsibilities

The staff and volunteers that serve as Traffic Monitor's during Driveline time periods are responsible to aid with the movement of vehicular traffic and safety of students on Challenge to Excellence Charter School property. The job includes the following tasks and responsibilities:

- Wear highly visible retroreflective safety apparel and use of approved signage
- Implement and enforce the current Transportation Management Plan
- Assist with placement and clean-up of cones (if used) and signs before and after the Driveline times
- Direct traffic on Challenge to Excellence campus with uniform hand signals and sign paddles at assigned locations
- Gather students in groups on the curb ramp near the crosswalk and hold traffic incrementally to permit students to cross
- Coach students and parents/guardians of Driveline safety and behavior
- Report any suspicious behavior, aggressive drivers, and safety concerns to management

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Inclement Weather and Emergency Plans

It is proposed that alerts and communication regarding increment weather or emergencies will be sent to parents/guardians, staff, and students via email and text. The current safety protocol is provided on pages 13-14 of the Parent/Student Handbook located on the school's website.

Parking Rules

The Challenge to Excellence Charter School parking rules are as follows:

- Park within the designated area(s) only. No parking off campus, including neighboring lots, hotel parking
 lot, business parking lots, daycare parking lot, apartment parking lots, and along any roadways that have
 No Parking signs. Tickets will be issued to those who park within unapproved locations.
- No parking on-campus during the drop-off/pick-up times. Those that are parked will not be allowed to exit a parking space during the driveline times.
- Staff: Arrive and exit outside at least 10 minutes before/after the peak periods.

The school may have exceptions as necessary. In these situations, parents will need to park in designated spaces on campus. For additional parking (events or overflow), Challenge to Excellence will secure agreements for use of off-site parking in neighboring lots. A copy of all agreements will be submitted to the Town of Parker for their records.

Pedestrian Rules

All pedestrians should use Carlson Drive crosswalks for road crossing. Avoid crossing any of the access roads near the school entrance or crossing midblock. Follow the directions of the crossing guards at all times.

Driveline Rules

FIRST

Please take some time to become familiar with this transportation plan as it can be an area of frustration. If everyone is familiar with the process outlined in the TMP, follows the rules, obeys the directions of those in the yellow vests, and demonstrates patience, the Driveline process will run smoothly and safely.

implemented to maximize safety and make the drop-off/pick-up process run as smoothly and efficiently as possible. The purpose of the rules is to ensure everyone remains safe while driving or walking on campus and to reduce potential conflicts between vehicles and students. Although the rules may seem extensive, it is imperative that you read and understand the rules to keep yourself, your children, and all C2E children safe during the busiest travel times of the day. These rules also will reduce the time you will sit within the Driveline and improve congestion on campus. The following rules apply to morning drop-off and afternoon pick-up, and all individuals are required to abide by these rules:

Challenge to Excellence Charter School's Transportation Management Plan has been

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Safety Rules



Prominently display your ID tag at all times.



Be Respectful, Honest, Act with Integrity, and Behave Responsibly.



Do not turn left from Carlson Drive. Do not turn left onto Carlson Drive as you exit C2E. Do not enter from Business Access Road (Starbucks).



Do not drop-off/pick-up your children off school property, including nearby roadways and parking lots (i.e. apartments and businesses).



Refrain from using your mobile, smart phone, or other device on or near school property.



Follow all regulatory signs, including speed limits, no parking signs and do not block intersections or driveways on Carlson Drive.



Prepare your student for drop-off before you arrive. Unlock car doors when you enter campus.



Respect the attendants and follow their direction at all times. They do their best to uphold the rules and to make the drivelines run smoothly and safely.



Do not get out of your car at any time. School personnel will assist your child.



Stop at the crosswalks to let students and parents cross safely. Do not stop within crosswalk.



Do not hold up the line by chatting with a staff member or driveline attendant or other parents.



Do not pass the car(s) in front of you at any time during driveline unless directed to. Merge carefully and kindly prior to the exits.



Do not park on Carlson Drive or the Access Roads near the school. Do not drop-off or pick students on Carlson Drive or Access Roads.

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Why are these rules in place?

The number one purpose of the rules is for your child's safety.

These rules are in place to reduce the interaction between moving vehicles and children walking along the Driveline. We ask that everyone obey these rules to also provide the most efficient circulation into, though, and out of the C2E campus. We want to

Student Safety is the Primary Concern

minimize the traffic impacts on our neighbors and on your daily commute. To accomplish this, we need each parent and student to be committed to obeying the listed rules and following the strategies of the Transportation Management Plan.

What problems need to be fixed?

There is no parking, waiting, or standing permitted on the following streets adjacent to the school campus:

Entry Roadway between Carlson Drive and the Hotel, Commercial Roadway between Jordan Road and school, and any location where parking is not permitted. Obey all installed signs; a ticket can and will be issued by the SRO or County Sheriff Deputy. If the Driveline is backed onto the roadway, please do not pass the queue without a designated lane and do not park off-campus. This behavior encourages students to be placed in an unsafe situation while walking and biking to the illegal parking location.



No parking on the streets adjacent to the school campus. The parking on adjacent roadways are for residents and not intended for school drop-off/pick-up. Please be respectful of our neighbors and do not park in front of their apartments and take up their parking. Please use the school's Drivelines as intended.

There is <u>no drop-off/pick-up or waiting allowed within neighboring parking lots</u>. We need to be respectful to the neighbor's private property and not impact their commerce or operations. Parent's we also do not want your students crossing the busy roadways as they do not typically cross safely. A ticket can and will be issued by the SRO or Town Officers or County Sheriff



Deputy for trespassing. We highly recommend the use of the Drivelines to minimize the conflict of students crossing roads during busy school traffic.

<u>No pedestrians crossing the school entrance or access road.</u> The area around the entrance into the school campus is not a safe place for pedestrians. There are too many points of conflict and no staff to help protect students from entering and exiting vehicles. There are also no marked crosswalks. All pedestrians need to walk directly south of the school to the sidewalk and use the crosswalks at Carlson Drive.

Please be respectful and patient as you move through the Driveline. Do not get angry, argue with, or disobey the staff that is working within the Driveline. Their number one responsibility is to keep your child safe. They are doing their best to keep everyone safe and get all vehicles through the Driveline as fast as possible. A ticket can and will be issued by the SRO or Town Officers or County Sheriff Deputy for careless driving and/or harassment depending on the situation.



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Driveline Enforcement

The SRO, Town of Parker Police Officers, and/or Douglas County Sheriff Deputies will be enforcing the Driveline and state laws. The following behaviors will be enforced with a citation and/or fine:

- On Campus
 - Dropping students off before 7:40 AM
 - Cell phone use in Driveline
 - Getting out of your car without special permission or an emergency situation
 - Disobeying traffic control devices (i.e. stop signs, crosswalks)
 - Cutting in line, standing in Driveline when requested to move, or interfering with the flow
- Off Campus
 - Texting and driving even if it is to your student
 - Disobeying traffic control devices (i.e. stop signs, speed limits, parking signs)
 - o Parking in neighboring parking lots
 - Parking or "stacking" on public roads that do not permit parking

<u>Fine Schedule</u>: 1^{st} offense will generate a Fine Threat Letter; 2^{nd} offense = \$25.00; 3^{rd} offense = \$50.00; 4^{th} offense and subsequent violations = \$100.00.

Any family with outstanding unpaid fines will be submitted to collections if not paid by the end of the school year. Please reference C2E School's Enforcement Policy on conditions and rules.

Carpool

Carpools are strongly encouraged to reduce traffic congestion. Reach out to other parents/guardians that live close or are located on the same travel route to determine if a carpool is feasible.

Benefits of Carpool:

- Reduce the number of days you drive to/from school
- Increase your family's community and friend network
- Save money by using less gas
- Reduce traffic congestion on campus, approaching campus, and within the community
- Reduce the emissions and pollutants

Ways to ask other families to carpool:

- Would you like to share driving duties?
- I can drive in the mornings; can you do afternoon pick-up?
- There is no reason for both of use to drive, would you like to carpool?
- What days do you need carpool help?



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Tools for Carpooling: Way To Go

Challenge to Excellence Charter School has partnered with Way To Go: School Pool to help families find carpool groups or walking buddies. The secure system is free and connects families within or near your neighborhood to share the responsibilities of getting the kids to and from school, no matter the chosen mode (carpool, walking, biking, or transit).



To participate the parent/guardian needs to "opt in" by following these steps:

- 1. Log into DCSD Infinite Campus parent portal
 - a. Select a student
 - b. Click on transportation on the left menu
- 2. Use the secure link to get to the Way To Go site
 - a. Create an account (For security reasons, this link is the only way to enter the system for Challenge to Excellence Charter School. You can register with a nearby intersection instead of your home address)
 - b. Find interested C2E families in your area

Consider partnering with Way to Go and including info about it to parents.

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Pedestrian Safety

It is important for all students, staff, and parents to understand and obey the rules to cross a street safely. It is the responsibility of the parents and staff to teach the children all of the rules and safety tips, so they can safely cross a street. Also, those within and outside the Challenge to Excellence Charter School community need to be responsible drivers and to be aware of pedestrians. During the drop-off and pick-up times, the area around C2E will have traffic congestion and many drivers that are in a hurry. It is important for all drivers and pedestrians to pay special attention to others along the roadway and on sidewalks during these times.

Pedestrian Rules and Safety Tips

The Colorado state laws establish the rights and responsibilities for both pedestrians and drivers throughout Colorado. CRS #42-4-802 states the following:



Pedestrian's responsibility rules:

"Every pedestrian crossing a roadway at any point other than within a marked crosswalk or within an unmarked crosswalk at an intersection shall yield the right-of-way to all vehicles upon the roadway."

And

"No pedestrian shall suddenly leave a curb or other place of safety and ride a bicycle, walk, or run into the path of a moving vehicle which is so close as to constitute an immediate hazard".



Driver's responsibility rules:

"The driver of a vehicle shall yield the right-of-way, slowing down or stopping if need be to so yield, to a pedestrian crossing the roadway within a crosswalk".

And

"When traffic control signals are not in place or not in operation, the driver of a vehicle shall yield the right-of-way, slowing down or stopping if need be to so yield, to a pedestrian crossing the roadway within a crosswalk when the pedestrian is upon the half of the roadway upon which the vehicle is traveling or when the pedestrian is approaching so closely from the opposite half of the roadway as to be in danger."

The following are some safety tips for pedestrians:



- Obey all traffic signs, traffic signals and traffic controls.
- Plan a walking route to your destination with the safest and fewest street crossings.
 - No sidewalk? Walk facing oncoming traffic and as far from the traffic flow as possible.
 - Do not walk through private property or parking lots.
- Crossing a street? Best to cross at a signalized intersection or at a marked crosswalk.
 - Before crossing, stop at the curb or edge of the roadway.

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- Do not enter the street between parked cars or behind bushes or shrubs.
- Beware, even if one vehicle stops allowing you to cross other vehicles may not yield or see you.
- Walk directly across the street at a constant pace. Continue to observe traffic and stay alert.
- Never run or ride bicycles, roller blades, skateboards, or scooters across the street.
- Laws for all crossings are the same for both drivers and pedestrians; meaning rules for a marked, unmarked, midblock or crossings with flashers are the same.

ALWAYS CROSS AT AN INTERSECTION



- Signalized intersection? (1) Push the pedestrian push button; (2) follow the pedestrian signal indications; (3) make sure vehicles are completely stopped before crossing; (2) look for turning vehicles.
 - WALKING PERSON = Begin walking
 - FLASHING UPRIGHT HAND = Finish crossing the street and do not begin crossing



STEADY UPRIGHT HAND = Do not enter the street.



- Stop controlled intersection? (1) Make sure vehicles are completely stopped before crossing; (2) look in all directions for approaching/turning vehicles; and (3) make eye contact with the driver to make sure they see you.
- No Crosswalk? Take extra precautions before crossing. (1) Wait for gaps in both directions of traffic; (2) look in all directions for approaching/turning vehicles; (3) when you have a safe gap, you may then step off the curb. Do not step off the curb into oncoming traffic at any time.

The following are some safety tips for drivers:



DRIVER MUST YIELD TO PEDESTRIANS WITHIN THE CROSSWALK.

Pay attention to any vehicle stopped at a marked or unmarked crosswalk at an intersection.

- This vehicle may be stopped to permit a pedestrian to cross the roadway.
- Do not overtake and pass such stopped vehicle.
- Turning at an intersection? Pay attention to pedestrians who may be crossing.
 - Signalized intersections? The pedestrian signal allows for pedestrians to walk during the same vehicle through movement.

 Stop controlled intersection? Before proceeding at a stop sign, watch for pedestrians present and attempting to cross within your path. Make eye contact.

Do's:

Watch for pedestrians who may come from behind parked cars, bushes or other roadside obstructions.

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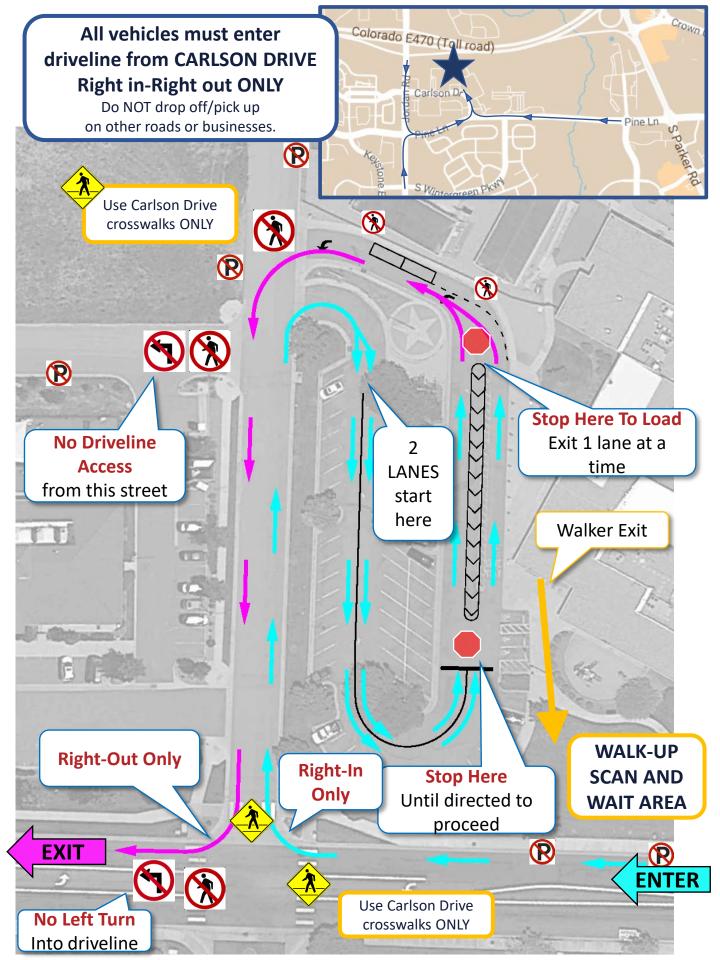


- Be extra cautious around school crossing areas. Slow down and watch for children on the way to/from school.
- Watch for children who may not look before crossing the street.
- o When backing out of a parking space or driveway, watch for children walking or biking.

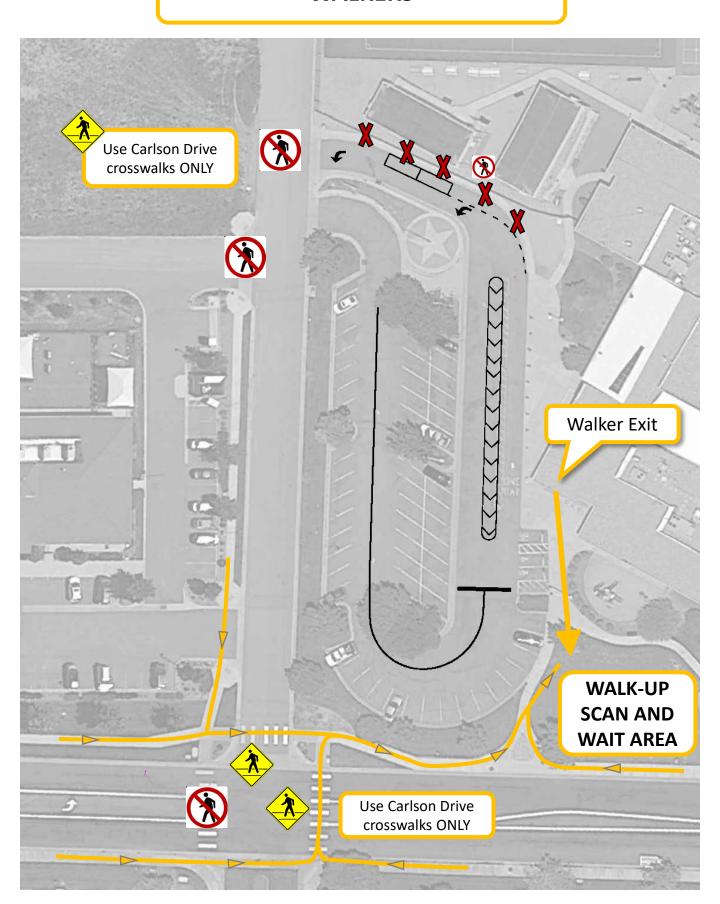
Do Not's:

- O Do not park, stop or block a crosswalk.
- o Do not overtake and pass stopped vehicles at an intersection

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WALKERS





Safety Rules



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Do not drop-off/pick-up your children off school property, including nearby roadways and parking lots (i.e. apartments and businesses).



Refrain from using your mobile, smart phone, or other device on or near school property.



Follow all regulatory signs, including speed limits, no parking signs and do not block intersections or driveways on Carlson Drive.



Prepare your student for drop-off before you arrive. Unlock car doors when you enter campus.



Respect the attendants and follow their direction at all times. They do their best to uphold the rules and to make the drivelines run smoothly and safely.



Do not get out of your car at any time. School personnel will assist your child.



Stop at the crosswalks to let students and parents cross safely. Do not stop within crosswalk.



Do not hold up the line by chatting with a staff member or driveline attendant or other parents.



Do not pass the car(s) in front of you at any time during driveline unless directed to. Merge carefully and kindly prior to the exits.



Do not park on Carlson Drive or the Access Roads near the school. Do not drop-off or pick students on Carlson Drive or Access Roads.

Pedestrian Safety Tips



Obey all traffic signs, traffic signals and traffic controls.

Plan a walking route to your destination with the safest and fewest street crossings.

- No sidewalk? Walk facing oncoming traffic and as far from the traffic flow as possible.
- Do not walk through private property or parking lots.
- Crossing a street? Best to cross at a signalized intersection or at a marked crosswalk.
 - Before crossing, stop at the curb or edge of the roadway.
 - Do not enter the street between parked cars or behind bushes or shrubs.
 - Beware, even if one vehicle stops allowing you to cross other vehicles may not yield or see you.
 - Walk directly across the street at a constant pace. Continue to observe traffic and stay alert.
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