



# Manor Elementary School Travel Plan



## TABLE OF CONTENTS

<b>1. PURPOSE .....</b>	<b>1</b>
1.1. SR2S PLANNING, IMPLEMENTATION AND MONITORING .....	1
1.2. MARIN COUNTY MEASURE A .....	1
<b>2. MANOR ELEMENTARY SCHOOL PROFILE.....</b>	<b>2</b>
2.1. SCHOOL LOCATION.....	2
2.2. ENROLLMENT AND DEMOGRAPHICS .....	2
2.3. EXISTING CONDITIONS.....	3
2.4. POLICIES .....	4
2.5. CLASSROOM EDUCATION.....	4
2.6. ENCOURAGEMENT PROGRAMS.....	4
2.7. STUDENT SURVEYS .....	6
<b>3. BARRIERS AND OPPORTUNITIES.....</b>	<b>8</b>
3.1. PARENT SURVEY.....	8
3.2. WALKABOUT NOTES.....	9
<b>4. PROGRAMS AND PROJECTS.....</b>	<b>10</b>
4.1. ENGINEERING DESIGN CONCEPTS .....	10
<b>5. IMPLEMENTATION MATRIX.....</b>	<b>11</b>
5.1. IMPLEMENTATION PLAN .....	11
<b>APPENDIX A: ENGINEERING DESIGN CONCEPT .....</b>	<b>13</b>

### Tables

Table 1: Manor School Enrollment by Grade, 2008/09.....	2
Table 2: Manor Racial and Ethnic Subgroups, 2008/09.....	2
Table 3: How Students Got To School.....	6
Table 4: Parental Concerns.....	8
Table 5: Potential Opportunities to Increase Walking and Bicycle Among Children.....	9
Table 6: Likelihood to Carpool.....	9

### Figures

Figure 1.How Children Got to School .....	7
Figure 2: Traffic Calming Improvements on Oak Manor Drive.....	15

*This page intentionally left blank.*

# 1. Purpose

## 1.1. SR2S Planning, Implementation and Monitoring

The Manor Elementary School Travel Plan is the blueprint for identifying and prioritizing Safe Routes to School (SR2S) programs, resources, and capital improvements. The Travel Plan also documents program activities and impacts on school-related travel that can be used to assess the success of the SR2S program over time, and important school-specific transportation policies and operations.

The Travel Plan differs from most plans in that it is not a snapshot in time but a living document; one that is repeatedly updated and modified to reflect school staff, community, and parent input along with technical information and lessons learned. This input is primarily captured by a SR2S task force that meets periodically to identify and address new concerns. For more information on Safe Routes to School partnerships in Marin County, visit [www.saferoutestoschools.org](http://www.saferoutestoschools.org)

## 1.2. Marin County Measure A

The Transportation Sales Tax Measure Expenditure Plan approved by voters as Measure A in November 2004 dedicates an estimated \$332 million in local sales tax revenues to transportation needs in Marin County. Approximately \$36.5 million (11%) of the sales tax expenditure has been earmarked to reduce school related congestion and safer access to schools. These funds are allocated to three sub-strategies, or programs:

- Safe Routes to School (SR2S)
- Crossing Guards
- Safe Pathways to School

The Safe Pathways infrastructure program is integral to the success of the overall strategy; it is the capital improvement element of the Safe Routes to School program. As a stated policy in the *Transportation Authority of Marin (TAM) Measure A – Transportation Sales Tax Strategic Plan Update (2009)*, all projects eligible for Safe Pathways funding must be identified in Safe Routes plans. The Manor Elementary School Travel Plan qualifies as such a plan and identifies potential capital projects eligible for Safe Pathways funding.

## 2. Manor Elementary School Profile

### 2.1. School Location

150 Oak Manor Drive  
Fairfax, CA 94930

### 2.2. Enrollment and Demographics

**Table 1** shows the number of students enrolled in each grade for the 2008/09 school year. **Table 2** shows the racial and ethnic breakdown of the student population

*Table 1: Manor School Enrollment by Grade, 2008/09*

Grade Level	Enrollment
Kindergarten	72
Grade 1	60
Grade 2	59
Grade 3	60
Grade 4	60
Grade 5	66
Total	377
<i>Source: California Department of Education</i>	

*Table 2: Manor Racial and Ethnic Subgroups, 2008/09*

Racial and Ethnic Subgroup	Number of Students	Percent of Students
African American	7	1.9%
American Indian or Alaska Native	0	0%
Asian	10	2.7%
Filipino	1	0.3%
Hispanic or Latino	41	10.9%
Pacific Islander	1	0.3%
White (Not Hispanic)	309	82%
Multiple or No Response	8	2.1%
<i>Source: California Department of Education</i>		

## 2.3. Existing Conditions

### Entrances to School

- **Primary School Entrance:** NA

### Cross Streets

- **Cross Street:** Sir Francis Drake Boulevard

### Traffic Controls

- The intersection of Oak Major Drive/Piper Court is a T-intersection, stop-sign controlled on the Piper approach.
- The intersection of Oak Manor Drive/Laura Lane, just north of the school, is a wide Y-shaped intersection with a triangular painted island, stop-sign controlled on the Laura Lane approach.
- The intersection of Oak Manor Drive/Sir Francis Drake Boulevard is signalized.

### Crosswalks

- Oak Manor Drive/Piper Court: yellow ladder crosswalk on the north and east legs.
- Oak Manor Drive/Laura Lane: white transverse crosswalks on east leg (two separate crosswalks with painted island).
- Oak Manor Drive/Sir Francis Drake Boulevard: yellow transverse crosswalk on north and west legs.

### Crossing Guards

- **Location of TAM Crossing Guards:** There is one TAM-funded crossing guard stationed in the vicinity of Manor School, at the intersections of Oak Manor Drive/Sir Francis Drake Boulevard.

### Transit

- **School Bus Availability:** Manor School has no regular school busing.
- **Public Transit Availability:** The nearest public bus service to Manor School is Golden Gate Transit Routes 23 and 24 which stop at Sir Francis Drake and Oak Manor Drive.
- **Special Transit Needs Offered:** N/A

### **Bike Racks**

- Manor School has bicycle racks with a capacity of 75 bikes located at the edge of the blacktop.

## **2.4. Policies**

### *Pick Up and Drop Off*

- **Location:** Drop-off and pick-up primarily occurs within the in the front parking lot on Oak Manor Drive. This parking area is set up with a counterclockwise loop for vehicles dropping off and picking up children. The school has no formal policies for pick-up/drop-off.

### *Parking*

- **Staff and General Parking:** Very limited parking is available at Manor School. Staff parking is available in the front parking lot, and street parking along Oak Manor Drive. Remaining staff park on-street areas and walk to campus.

## **2.5. Classroom Education**

Manor School participates in the Safe Routes to Schools education program. Classes taught include:

- Riding with Youth classes offered locally and at school
- All School Bicycle Rodeo
- Share the Road presentations

### **In past years:**

- Stop Look and Listen
- Walk around the Block
- Helmet Safety
- Traffic Safety Game Show
- Bike rodeo
- All School Assembly
- Safety Art

## **2.6. Encouragement Programs**

To increase the number of walkers and bikers:

- Further promote weekly Wednesday walk/bike to school day – surprise raffles, food
- Weekly recognition of individual efforts. Highlight Bulletin Board
- Educate Students and parents about the benefits with programs like Curb Your Carbon
- Promote the spring Pollution Punchcard contest

To decrease traffic congestion at the school and overflow in neighborhoods:

- Promote/reward remote drop off
- Introduce Schoolpool to ease carpooling
- Enforce “no stop zone in roundabout
- Promote weekly walk/bike day

To decrease traffic speeds:

- Stress 22 program (originally started on Cascade Drive, but to be expanded to other neighborhoods) The program includes signs, t-shirts, direct community outreach through roadside stands giving out coffee and asking neighbors to slow down to 22.

**Calendar of activities:**

September: Back to School activities – Bike and Walk kick off, Community Awareness campaign

October: International Walk and Bike to School Day

November: Consistent Walk/Bike day rewarding the consistent walkers and bikers during the weather changes

December: Holiday bike decorating; tinsel; helmet stickers; led battery packs giveaway

January: Bike glove/mitten giveaway to Wednesday walkers and bikers

February – Winter Wednesdays – hot chocolate reward for walkers and bikers

Assembly with Curb your Carbon

March – Spring kick off; rodeo; community awareness outreach

April/May – Pollution Punchcard contest (or Frequent Rider Miles)



## 2.7. Student Surveys

Fall and spring student surveys have been conducted since the 2003-04 school year. Students are asked how they travel between home and school. **Table 3** shows the survey results through Spring 2010.

*Table 3: How Students Got To School*

	Fall						
Year	Walk	Bike	Bus	Transit	Carpool	Family Vehicle	Other
2001-02	13%	11%	5%		22%	48%	
2003-04	23%	11%	1%		13%	53%	
2004-05	16%	13%	2%		15%	54%	
2006-07	17%	21%	3%		9%	50%	
2007-08	15%	19%	1%		10%	51%	5%
2008-09	15%	18%	1%	0%	12%	53%	1%
2009-10	14%	16%	1%	0%	10%	56%	3%
2010-11	16%	23%	1%	0%	8%	51%	1%
	Spring						
Year	Walk	Bike	Bus	Transit	Carpool	Family Vehicle	Other
2001-02							
2003-04	22%	12%	9%		18%	39%	
2004-05	28%	16%	2%		15%	38%	
2006-07	18%	23%	1%		12%	47%	
2007-08	18%	13%	0%		14%	51%	3%
2008-09	20%	16%	2%	0%	15%	47%	2%
2009-10	19%	14%	2%	0%	19%	44%	2%
2010-11							

Error! Reference source not found. charts the travel information in **Table 3**. Overall trends are that the percentage of children walking to school has remained consistent since 2004. The percentage of children bicycling showed a slight peak in 2007 and a top percentage of 23% in 2010. The percentage of children taking the bus or being driven (alone) to school has remained relatively consistent.

The percentage of children driven alone or carpooling are the two modes that vary between seasons. Children are driven alone approximately 11% more in the fall, while they are carpoled 4% more in the spring.

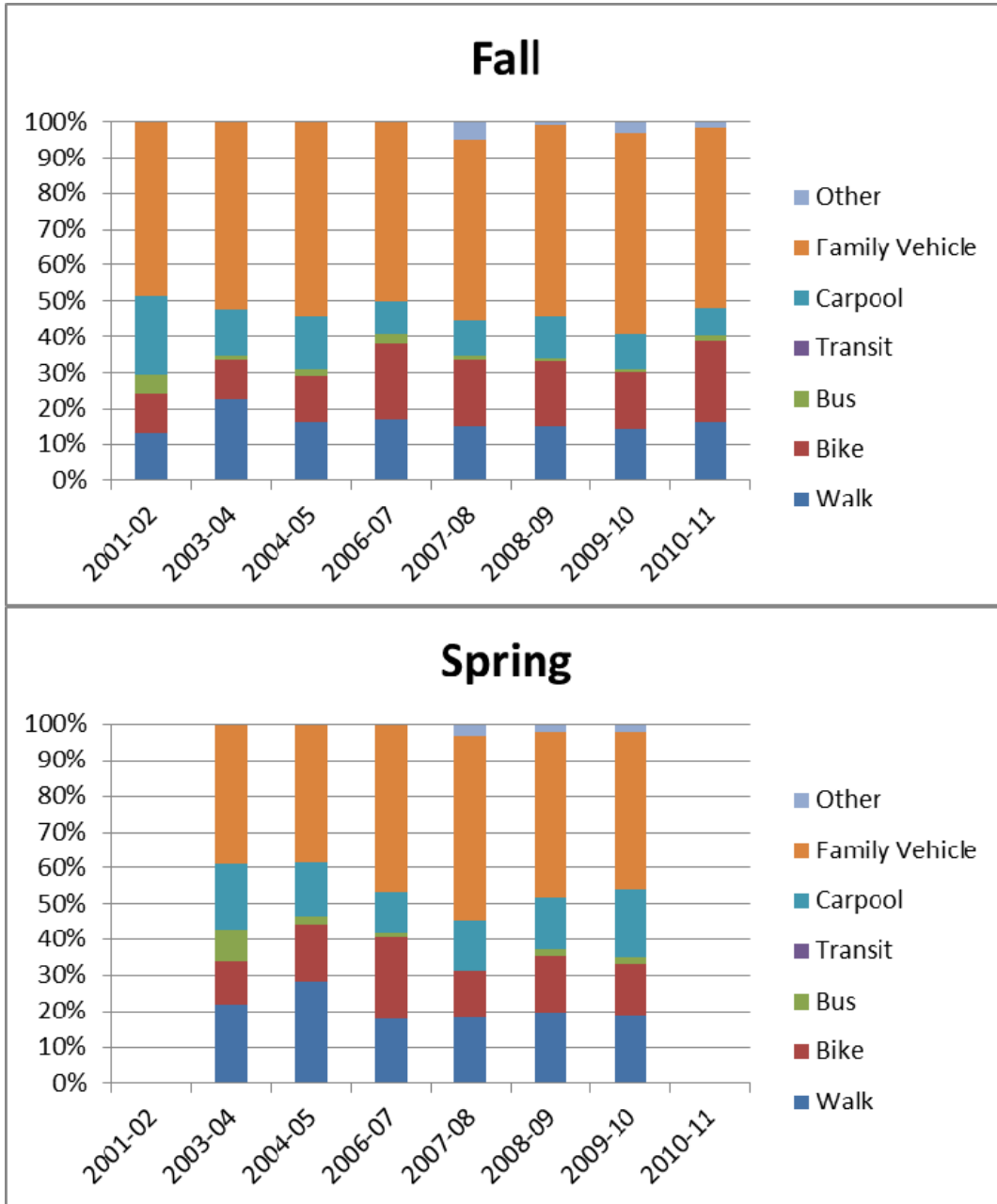


Figure 1. How Children Got to School

## 3. Barriers and Opportunities

### 3.1. Parent Survey

Team leaders administered volunteer parent/guardian surveys as part of the 2007-2008 travel plan process. The survey was distributed at school. Parents and guardians could either return the completed survey to the school or complete it online through a link on the Transportation Authority of Marin homepage.

#### Concerns

The highest percentage of parents cited speeding cars as their concern when allowing their children to walk or bicycle to school. Weather was the second most cited concern. Given that weather in Marin is fairly temperate year-round, it may be discerned that parents were concerned during days of inclement weather and not weather in general.

*Table 4: Parental Concerns*

<b>Concern</b>	<b>Percent</b>
Speeding cars	49.5%
Weather	42.9%
Lack of bikeways	27.5%
Dangerous intersections	27.5%
Child is too young	25.3%
Running late/tardiness	20.9%
On the way to work	20.9%
Stranger Danger	20.9%
Other (please specify)	17.6%
It's too far	16.5%
It's too steep	16.5%
Lack of sidewalks	14.3%
Too much to carry	11.0%
Child won't follow safety rules	7.7%
Scary dogs	1.1%
<i>Source: Parent Survey, 2007-08</i>	

Potential Opportunities

Parents and guardians were asked under what circumstances they would allow their child to walk or bike to school. **Table 5** shows the responses to the survey. The opportunity cited the most was is their children were “accompanied by other parents”. The opportunities cited second most were if “cars slowed down” and when their child “were older”.

*Table 5: Potential Opportunities to Increase Walking and Bicycle Among Children*

<b>Opportunities</b>	<b>Percent</b>
Accompanied by other parents	34%
Cars slowed down	28%
S/he were older	28%
Sidewalks; paths were improved	20%
Accompanied by other children	19%
Crossing guards were at dangerous intersections	14%
Police enforcement were increased	12%
Safety training were provided for students	12%
Intersections were improved	10%
Park & walk locations were available (could walk part way)	5%
I would never allow my child to walk or bike to school	4%
Secure bike storage were available	2%
Route maps were provided	1%
<i>Source: Parent Survey, 2007-08</i>	

Likelihood to Carpool

As part of the survey, parents were also asked under what circumstances they would carpool. Finding parents that lived close by was the most cited circumstance. **Table 6** shows the responses to this question.

*Table 6: Likelihood to Carpool*

<b>Circumstance</b>	<b>Percent</b>
You could find other parents who lived close by	37%
You were familiar with the driver	26%
Someone else organized it	12%
We already carpool	3%
<i>Source: Parent Survey, 2007-08</i>	

**3.2. Walkabout Notes**

Manor school was the first school to participate in the Safe Routes to Schools program, conducting its first walkabout in 2003 and its second in 2007. Task Force members each took a section of the town and conducted an audit using the walkability check list. Task Force members identified the need for a sidewalk by the church, a crosswalk across Oak Manor Road, and a possible pathway inside the fence to lead to the school.

## 4. Programs and Projects

Since Safe Routes to Schools became a project of the Transportation Authority of Marin, the program has been able to increase participation countywide. A record 49 schools, representing nearly 22,500 students, currently participate in the program. Manor Elementary had 362 students enrolled for the 2006-07 school year.

### 4.1. Engineering Design Concepts

Based on the walkabout and Task Force meetings, design concepts for traffic calming on Oak Manor Drive are summarized briefly below. **Appendix A** shows these concepts in more detail.

#### *Install New Crosswalk at Manor School*

This improvement would install a new high visibility ladder crosswalk across Oak Manor Drive directly in front of Manor School, near the playground area.

#### *Sidewalk Installation on Oak Manor Drive*

A segment of sidewalk is recommended on the east side of Oak Manor Drive, near Sir Francis Drake Boulevard.

**In 2001, the concepts identified were:**

A bridge at Marin Drive, with improved crossing and a crosswalk to get to the other side of Sir Francis Drake

- Continuous sidewalks through the town
- Continuous bike lanes through the town
- Improvements to Center Blvd to make it more bicycle and pedestrian friendly

## 5. Implementation Matrix

An implementation matrix with district wide improvements is in the Ross Valley District Plan.

### 5.1. Implementation Plan

The following plans have already been implemented:

- Sidewalks on Sir Frances Drake – west end
- Sidewalk installed from Marin Drive to Olema Road
- Bridge installed next to bridge on Marin Drive
- Improvements to Center Blvd.

*This page intentionally left blank.*

## Appendix A: Engineering Design Concept



*This page intentionally left blank.*

### TRAFFIC CALMING IMPROVEMENTS ON OAK MANOR DRIVE

**VICINITY MAP**



**EXISTING CONDITIONS**



Existing Sidewalk on South Side of Manor Drive



Location of proposed crosswalk

**Recommendations**

- A** Install high-visibility crosswalk across Oak Manor Drive
- B** Construct curb ramps
- C** Install Assembly B signage
- D** Construct approximately 125 feet of sidewalk on south side of Oak Manor Drive

**CROSSWALK INSTALLATION**



Before



After

**SIDEWALK INSTALLATION**



Before



After

**DRAFT**  
6/22/06

## SAFE ROUTES TO SCHOOL IMPROVEMENT PLAN FOR MANOR SCHOOL



Figure 2: Traffic Calming Improvements on Oak Manor Drive