Safe Routes to School
Travel Plan
Glenfield Middle School

Prepared By:

RBA

In Association with:

Arterial
ezride

March 2013
Montclair Safe Routes to School Program
Safe Routes to School Travel Plan – Glenfield Middle School

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INTRODUCTION

The purpose of the Glenfield Middle School Safe Routes to School (SRTS) Travel Plan is to identify measures including both infrastructure projects and programmatic activities aimed at improving and/or encouraging walking and biking to school. These measures will serve as part of an implementable action plan which, when carried out by the school community and its partners, will encourage more Glenfield students and parents to walk, bike or otherwise engage in active ways to getting to school. This Travel Plan will focus on the area within a one mile radius of Glenfield Middle School (Grades 6-8).

Glenfield Middle School is one of 10 schools in the Township of Montclair’s Safe Routes to School (SRTS) Program. In 2008, the Township of Montclair, through its SRTS Task Force, applied for and received funding through NJDOT for the development of three (3) E’s of its district-wide Safe Routes to School program (Engineering, Encouragement and Enforcement). The Montclair SRTS Task Force’s goal was to augment their non-infrastructure application by expanding the program into all of the Township’s elementary and middle schools. As part of this effort, the Township selected a consultant team lead by The RBA Group and assisted by Arterial and Meadowlink TMA (project team) to conduct SRTS workshops and develop travel plans. The travel plans stemming from the workshops compliment the work already undertaken by the Montclair SRTS Task Force, and reflect the Township’s desire to create safer, healthier, active and sustainable school environments town-wide.

In developing the Glenfield Travel Plan, the project team confirmed preliminary walking and bicycling routes and analyzed the basic elements required for safe walking and bicycling routes. Information was gathered from local stakeholders – staff, parents, as well as community members such as the Township Engineer, local police, health and bicycle advocates, board of education transportation representatives, and local crossing guards through interviews, travel surveys and the community workshops. In these workshops, stakeholders worked with the project team to identify existing barriers that limit walking and biking and opportunities that could prompt an increase in walking and biking to the school. The results of this collaboration is a list of potential projects and/or activities (action items)
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intended to make walking and biking to Glenfield a safer and more appealing option than taking the car.

The Glenfield Middle School Travel Plan actively promotes the five E’s of a successful SRTS program – engineering, education, enforcement, encouragement, and evaluation. These categories provide the framework for the action items identified in the plan. At the conclusion of the project, the goal is to have the school community take an active role in improving their SRTS program goals for getting students to and from school safely using active modes of travel. This Travel Plan should be adopted by the school and updated on an annual basis to reflect changes in priorities, leadership and conditions.
A key element in the planning process was for the project team to foster partnerships within the school community. The first goal was to establish a SRTS Team leader at each school. The project team worked with the SRTS Team Leader to gain a better understanding of the challenges families face in getting their students to and from school safely. In working closely with the SRTS Team Leader, the project team was able to set the stage for the Team Leader to move forward on his own and maintain ownership of the SRTS program. Each SRTS Task Leader was given several tasks:

- Prepare an introductory letter/email to inform parents of the SRTS program and the need to fill out the parent/caregiver survey.
- Disseminate survey.
- Identify for the consulting team the major routes to the school, and any important issues related to arrival and dismissal.
- Coordinate workshop locations, times, distribute flyers and provide snacks the day of the workshop.
- Collect data from the school via the Stakeholder Interview Sheet.
- Invite stakeholders to the workshop meeting.
- Discuss and brainstorm with the project team any incentives to use for encouragement throughout the year.
- Attend the workshops as a participant/parent and share thoughts and concerns.
- Attend the classroom presentations conducted with students by the project team, if possible.
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Having established the SRTS Team Leader, the project team needed to assemble active community groups and organizers whose missions and abilities complement the goals of the Montclair SRTS Program in the hopes that they will be able to support and sustain the SRTS program over time. These local stakeholders were continuously invited to be a part of the development of each of the schools’ travel plans. The Glenfield School SRTS Partner Organizations List includes:

**Glenfield SRTS Partner Organizations**

<table>
<thead>
<tr>
<th>Organization</th>
<th>Contact</th>
<th>Role/Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Glenfield School</td>
<td>Charles Miller, Principal</td>
<td>Programmatic Activity and Implementation</td>
</tr>
<tr>
<td></td>
<td>P: (973) 509-4171</td>
<td></td>
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<tr>
<td></td>
<td>E: <a href="mailto:cmiller@montclair.k12.nj.us">cmiller@montclair.k12.nj.us</a></td>
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</tr>
<tr>
<td>Glenfield School</td>
<td>Nan Bylin, SRTS Team Leader</td>
<td>Programmatic Activity and Implementation</td>
</tr>
<tr>
<td></td>
<td>E: <a href="mailto:nanbylin@gmail.com">nanbylin@gmail.com</a></td>
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<tr>
<td>Glenfield School</td>
<td>Abraham Dickerson and Alma Schneider, Health and Wellness Committee</td>
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<tr>
<td></td>
<td>E: <a href="mailto:healthandwellness@glenfieldpta.org">healthandwellness@glenfieldpta.org</a></td>
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<tr>
<td>Glenfield School</td>
<td>Betsy Harris, PTA President</td>
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<tr>
<td></td>
<td>E: <a href="mailto:ptapres@Glenfieldpta.org">ptapres@Glenfieldpta.org</a></td>
<td></td>
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<tr>
<td>Montclair Township</td>
<td>Alex Kent, Safe Routes to School Coordinator</td>
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<td></td>
<td>P: (917) 841-1516</td>
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<td></td>
<td>E: <a href="mailto:akent@montclairnjusa.org">akent@montclairnjusa.org</a></td>
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<tr>
<td>Montclair SRTS Task Force</td>
<td>Janice Talley, Township Planner, SRTS Task Force Coordinator</td>
<td>Township SRTS Coordination</td>
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<td></td>
<td>P: (973) 509-4953</td>
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<tr>
<td>Montclair Township</td>
<td>Kimberli Craft, Township Engineer</td>
<td>Engineering Project Implementation</td>
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<td>P: (973) 509-5707</td>
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<td></td>
<td>E: <a href="mailto:kcraft@montclairnjusa.org">kcraft@montclairnjusa.org</a></td>
<td></td>
</tr>
<tr>
<td>Montclair Police Department</td>
<td>Sergeant Stephanie Egnezzo, Traffic Bureau</td>
<td>Safety Education, Enforcement, and Crossing Guard Assignment</td>
</tr>
<tr>
<td></td>
<td>P: (973) 509-4718</td>
<td></td>
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<tr>
<td></td>
<td>E: <a href="mailto:segnezzo@montclairnjusa.org">segnezzo@montclairnjusa.org</a></td>
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<tr>
<td>Montclair Board of Education</td>
<td>Felice Harrison, BOE Special Projects</td>
<td>BOE SRTS Coordination</td>
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<tr>
<td></td>
<td>E: <a href="mailto:fharrison@montclair.k12.nj.us">fharrison@montclair.k12.nj.us</a></td>
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</tbody>
</table>
## Montclair Safe Routes to School Program

### Safe Routes to School Travel Plan – Glenfield Middle School

<table>
<thead>
<tr>
<th>Organization</th>
<th>Contact</th>
<th>Role/Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Montclair Board of Education – Transportation Office</td>
<td>Gisela Aultmon, Transportation Manager</td>
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<td>P: (973) 509-4055</td>
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<td>Meadowlink Transportation Management Association</td>
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<td>Bike &amp; Walk Montclair</td>
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<tr>
<td>P: (973) 866-5028</td>
<td>E: <a href="mailto:info@bikewalkmontclair.org">info@bikewalkmontclair.org</a></td>
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<tr>
<td>NJ Department of Transportation - SRTS</td>
<td>Elise Bremer-Nei, NJDOT SRTS Program Coordinator</td>
<td>State SRTS Program Assistance; Non-Infrastructure Grant Funding</td>
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<td></td>
</tr>
<tr>
<td>Essex County Planning Department</td>
<td>David Antonio, County Planner</td>
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<td>E: <a href="mailto:dantonio@essexcountynj.org">dantonio@essexcountynj.org</a></td>
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<tr>
<td>Essex County Board of Chosen Freeholders</td>
<td>Brendan W. Gill, Freeholder, District 5</td>
<td>County SRTS Coordination</td>
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<td>E:</td>
<td></td>
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</table>
SCHOOL PROFILE

School Description
The Glenfield Middle School is located at 25 Maple Avenue in the southern section of town. The school is bordered by Freeman Parkway to the east, Maple Avenue to the west, Bloomfield Avenue (CR506) to the north and Woodland Avenue to the south. Adjacent to the school is Glenfield Park, a 20-acre County-owned park, which serves as the school’s playground.

Glenfield School is part of the Montclair Public School District and has a school population of approximately 719 students in grades 6-8. In Montclair’s magnet school system, all schools have a theme. Glenfield’s theme is “Visual and Performing Arts.”

The primary entrance for students walking or bused is located along Maple Avenue. **Map 1 – School Location** identifies key features of the school neighborhood such as the location of crossing guards, primary and secondary walking routes and crosswalks.
School Demographic Information

- **Student Demographics**

<table>
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<tr>
<th>Ethnicity</th>
<th>Glenfield</th>
<th>State Average</th>
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<tbody>
<tr>
<td>White</td>
<td>56%</td>
<td>54%</td>
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<tr>
<td>Black or African American</td>
<td>34%</td>
<td>17%</td>
</tr>
<tr>
<td>Hispanic or Latino</td>
<td>5%</td>
<td>20%</td>
</tr>
<tr>
<td>Asian</td>
<td>5%</td>
<td>8%</td>
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</table>

Source: [www.greatschools.net](http://www.greatschools.net); NCES, 2008-2009

- **Economic Diversity**

**Free and reduced-price lunch**

These statistics show the percentage of students eligible for the federal free and reduced-price lunch program as reported by National Center for Education Statistics (NCES). This percentage is one indication of the student economic level (or family income level) at a school.

<table>
<thead>
<tr>
<th>Free or reduced-price lunch program</th>
<th>Glenfield</th>
<th>State Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students eligible for free or reduced-price lunch program</td>
<td>17%</td>
<td>30%</td>
</tr>
</tbody>
</table>

Source: [www.greatschools.net](http://www.greatschools.net); NCES, 2008-2009

- **Individualized Education Programs (IEPs)**

These statistics show the percentage of students with Individualized Education Programs (IEPs) as reported by the state. IEPs are specialized educational programs created for students with disabilities. When planning for activities related to SRTS, we want to make sure to think about all members of the student population, including students with IEPs.

<table>
<thead>
<tr>
<th>Students with Disabilities</th>
<th>Glenfield</th>
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</thead>
<tbody>
<tr>
<td>Percentage of students with IEPs (Individualized Education Program) regardless of placement/programs</td>
<td>15.7%</td>
</tr>
</tbody>
</table>

Source: NJDOE 2010-2011 Report Card
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- **Language Diversity**

<table>
<thead>
<tr>
<th>Limited English Proficient (LEP)</th>
<th>Glenfield</th>
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</thead>
<tbody>
<tr>
<td>Percentage of Limited English Proficient students</td>
<td>No number reported</td>
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</table>

*Source: NJDOE 2010-2011 Report Card*

<table>
<thead>
<tr>
<th>Language Spoken At Home</th>
<th>Glenfield</th>
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<tbody>
<tr>
<td>English</td>
<td>97%</td>
</tr>
<tr>
<td>Spanish</td>
<td>1%</td>
</tr>
<tr>
<td>French</td>
<td>0.4%</td>
</tr>
<tr>
<td>German</td>
<td>0.4%</td>
</tr>
<tr>
<td>Italian</td>
<td>0.3%</td>
</tr>
<tr>
<td>Japanese</td>
<td>0.3%</td>
</tr>
<tr>
<td>Arabic</td>
<td>0.1%</td>
</tr>
<tr>
<td>Other</td>
<td>0.4%</td>
</tr>
</tbody>
</table>

*Source: NJDOE 2010-2011 Report Card*
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CURRENT SCHOOL TRAVEL ENVIRONMENT

Student Travel Mode

Because Montclair is a magnet school system, courtesy busing is provided to students who live farther than one mile from the school.

According to the school administration, out of the 719 students that attend Glenfield, 529 students are eligible for busing. This leaves approximately 190 students who could likely walk or bike to school.

There are approximately twelve (12) buses that provide service to the Glenfield School.

Drop-Off/Pick-Up Procedures

There are at least 7 staff members that assist with arrival each morning for those students arriving by bus. This includes the Principal and Vice Principal, two teachers and three security guards. For afternoon dismissal, two additional teachers are added for assistance with the buses. Car drop-off takes place along Maple Avenue, closer to Glenfield Park. The Principal will sometime assume the responsibility of managing the car line.

School Hours

Seventh and eighth grade students report at 7:40 a.m. to Glenfield Park; Sixth grade students report to the main entrance at 7:40 a.m. During inclement weather, students are admitted earlier.

Crossing Guards

There are currently no crossing guards assigned to this school.

Transportation to and from school is available for students in the Montclair Public Schools system who meet the eligibility requirements that are based on the distance from the child's residence to the school he/she is attending.

According to Board policy, transportation will be provided for the following students:

1. **All elementary students who reside more than 1 mile from their assigned school.**

2. **All middle school students who reside more than 1 mile from their assigned school.**

EVALUATING OPPORTUNITIES AND CONSTRAINTS

The information gathering process for the Glenfield Middle School followed a series of steps conducted by the project team including stakeholder interviews, data collection, workshop previews, student classroom activity and a SRTS workshop. Together, these steps allowed the project team to develop an Action Plan listing recommendations to be implemented in the school neighborhood to improve conditions for students on their way to and from school.

Stakeholder Interviews

In the spring of the year prior to the workshops, Montclair’s SRTS Coordinator Alex Kent met with the PTAs and the Principals of all the Montclair schools, and talked to them about the barriers they have to walking or biking to school, safety or otherwise. In Glenfield Middle School, some areas of concern (“hot spots”) within the school neighborhood were identified. Their verbatim thoughts are included below:

PTA/Parent Wish List

- Principal would like to see both a crosswalk and crossing guard in front of the school
- Would like to see Maple Avenue become a one way street.
- More crosswalk warning/children crossing signs

Parents’ Thoughts

- Hawthorne Place/Elm Street/Elmwood Avenue is a dangerous intersection.
- Currently, 100 kids walk and 3 bike.
Neighborhood Mapping

Team Observation

Prior to the community workshop, the project team performed a field investigation to observe the conditions around the Glenfield Middle School. Observations were made of the physical conditions all around the school campus and surrounding neighborhood; parking patterns and restrictions; auto and foot traffic and circulation using the Crosswalk © data collection and assessment system.

Summaries and results of these collection efforts and field investigations are summarized in Appendix A. This summation includes detailed maps annotated with comments about the school commute dynamics and conditions for walking or bicycling to and from school. Photos of each major issue are included and keyed to the maps by number.
School Community Observation

**STUDENT CLASSROOM ACTIVITY**

Members of the project team met with 8th grade members of Glenfield’s Student Council to discuss obstacles to walking and bicycling in their neighborhood. Students participated in a classroom activity in the form of a focus group to help the project team identify issues and general concerns of safety around the school neighborhood. As part of the exercise, students were asked to identify issues verbally and in written form. Here’s what the students said:

**Background Info:**

- As a Magnet School, many students take the bus to school.
- Students have PE every 3 days.
- Most students who walk only walk home from school due to early start time.
- Students sometimes bike but very few on a daily basis.

**Areas of Most Concern:**

- Bloomfield Ave and Maple Ave Intersection
- Drop off on Maple Ave
- Glenfield Park
- Bloomfield Ave South of Maple Ave
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Bloomfield Ave and Maple Ave Intersection
- Fast cars coming from all directions, 4 lanes of traffic
- There are crossing guards but they do not stay long enough for students who stay after school with extracurricular activities.
- A lot of students stay late
- Small sidewalks and no buffer from fast-paced traffic
- No pedestrian countdown light
- Hill limits visibility

Drop Off on Maple Ave
- Busy road, traffic both ways, chaotic sidewalks, congestion
- There is a crossing guard
- Kids jumping out of cars, accidents, stressful
- Buses competing with cars
- Long wait for students to cross and parents to drop-off and leave drop-off
- No pedestrian light
- Multiple Day-care drop-offs at same time in the vicinity

Glenfield Park
- County Park
- Used during school for PE, typically 2 teachers watching 70 kids
- Open to public, students say strangers and homeless people use them
- Older peers or ones who skipped class smoking and hanging out
- Cars on the track
- Trash and litter are a serious problem (broken glass)

STUDENT SUGGESTIONS
- Close park during school hours
- Add security or extra supervision

Bloomfield Ave South of Maple Ave
- Small sidewalk
- Gross creek
- A lot of students walk over there after school for Panera/7-11/SmashBurger
- Unsafe bridge
- Fraying barbed wire
- Broken glass and litter
- Dangerous opening to train tracks underneath
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Other comments and concerns about drop-off and neighborhood

- Intimidating neighborhood
  - Shootings
  - Creepy vacant lot between Mission St and New St
  - Groups of ‘gangs’
  - Parents might not want students walking home
- Overall litter clean-up

STUDENT SUGGESTIONS

- Look into using loop at school as a drop-off point or drop-off away from school
- Neighborhood watch program
- Extra “eyes” in the area
- Home Core Community group walking clubs can meet students
- Assign a police office to the school to monitor afterschool activities
- Students should meet local community groups to become familiar with more people in the neighborhood
Community Workshop

**Observation of Student Arrival**
The project team met at the Glenfield Middle School at 7:30 am on Tuesday, October 2nd, 2012 to observe arrival of Glenfield’s students with parents and stakeholders. The purpose of this exercise was to allow workshop attendees the opportunity to have a first-hand observation of the existing and potentially hazardous behaviors within the school neighborhood.

**Community Workshop**
The workshop began directly after the observation of student arrival in the Glenfield Library. Members of the Glenfield school community and local community attended the workshop to discuss Safe Routes to School program at Glenfield. The project team’s goal for this working meeting was to present sufficient information on Safe Routes to School programs to the community as well as supplying audience members with anecdotal information from their earlier discussion with students and their own observations of the schools’ arrival. Workshop participants identified barriers, areas of concerns and opportunities in the environment around Glenfield in their discussion and through the mapping exercise facilitated by the project team.
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Vision

- No fear and have respect
- Green Map Montclair
- Glenfield as “Green” school
- Be Bold!! State-of-the-Art
- Better Bike/pedestrian infrastructure
- Use technology and education to create safe streets
- Parents and others in the school neighborhood will follow the rules and have respect
- Less cars at drop-off – improve environment
- Let’s have a Bicycle Club!
- See an increase in children wanting to walk – eliminate the fear of children walking to school
- Educating children in the rules of the road and their role in safety
- Gateway along Bloomfield Avenue between Glen Ridge and Montclair designated with public art and traffic calming beacons
- Better education about proper crossing
CREATING SOLUTIONS FOR THE SCHOOL NEIGHBORHOOD

Based on the experience and observations at Glenfield Middle School, the project team offers the following suggestions for priority actions related to building the Glenfield SRTS program.

Top SRTS Priority Recommendations

A full listing of the recommendations are provided as options for the Glenfield Middle School to consider while implementing its SRTS plan and are included in the Action Plan Matrix, later in this Travel Plan. The top priority concepts for each of the 5 E’s (Engineering, Education, Encouragement, Enforcement and Evaluation) are also listed here:

Engineering
- Investigate driveway circulation and family drop-off and pick up procedures around the school campus
- Install additional state-of-the-art bike racks
- Install “No U-Turn” signs along Maple Avenue around the school property

Enforcement
- Invite Montclair Police Department to give safety presentation at Back to School night
- Send out E-blast to reinforce bus/drop-off/pickup procedures

Education
- Invite NJ TRANSIT to give their SAFETY RULES! Assembly presentation every year
- Integrate walking and safety education into classroom curriculum. (see Appendix E for sample lesson plan information)
- Create and distribute “warm fuzzies” to thank parents and/or drivers for exhibiting model behavior.
- Promote Bike&Walk Montclair’s Courteous Driving Pledge
Encouragement

- Host classroom activities focused on walking and biking safety.
- Utilize the school website to advance Safe Routes to School safety campaign/messages.
- Conduct a student photo contest for a sidewalk sign reinforcing speed and rules
- Circulate Time Radius Map and Travel Plan Report on school website.

Evaluation

- Continue to conduct student travel surveys to measure how effective the SRTS program has been in increasing the number of students walking, biking, carpooling or taking transit to school
- Perform speed studies before and after the initiation of any physical or programmatic measures
- Conduct tracking exercises for distances students walk both on-line and in the classroom

NJ TRANSIT offers a no-cost, 45-minute statewide safety education program to public, non-public and charter schools, Grades PreK-12, highlight the need for safe behavior and caution around rail systems and buses. According to NJ TRANSIT, the presentation includes an age-appropriate video, safety tips and procedures, question and answer session, and free educational materials that reinforce important safety messages. For more information or to schedule presentations, go to the Safety Education Program site at: (http://www.njtransit.com/rg/rg servlet.srv?hdnPageAction=SafetyTo)
Incentives

To encourage families to arrive by foot, bike or any other form of active transportation, Glenfield’s SRTS Team Leader should continue to work with the SRTS team at Meadowlink (the Transportation Management Agency covering all of Montclair and the surrounding area), to develop a plan to best leverage the incentive items and other SRTS efforts.

Meadowlink will be providing bicycle and pedestrian safety themed incentives, such as stickers, to Glenfield and all of the other Montclair Schools participating in the SRTS program. Going forward, Meadowlink will offer assistance in the implementation of further SRTS initiatives such as, a walking school bus or bike rodeo, and incentives for these events will be provided as necessary.

PROGRAM EVALUATION AND MONITORING

In order to continue the momentum and keep up with the growing needs of a changing school population, Glenfield should use various data collection methods to evaluate the effectiveness of its SRTS Program over time. Some of those preliminary actions should be:

- **Conduct Student Travel Mode (Hands-Up) Surveys**
  Glenfield should measure the number of children walking and bicycling to school by conducting Student Travel Mode (Hands-Up) Surveys at least twice a year. The results will be evaluated yearly to show if there has been a shift in the number of children walking and bicycling to school.

  For these surveys, Glenfield can work with their SRTS Team Leader and Meadowlink TMA to coordinate this effort with Voorhees Transportation Center at Rutgers University to tabulate survey data. A copy of the Student Travel Mode Survey can be found in Appendix B.

- **Continue to conduct Parent Surveys**
  Glenfield should continue to distribute parent/caregiver take-home attitudinal surveys to evaluate parents’ attitudes towards walking and bicycling to school over time. Using the 2012 New Jersey Safe Routes to School Parent/Caregiver Survey Report as a baseline measure, yearly surveys should be conducted to determine if there has been a shift in attitudes and/or actions since the implementation of actions related to the SRTS program. Glenfield’s SRTS Team Leader and Meadowlink TMA can work together to ensure that the surveys are distributed, collected and then tabulated by Voorhees Transportation Center at Rutgers University.
• **Conduct School Traffic Counts**

School traffic counts can be a good way to collect baseline data on parent/student behavior during arrival. Unlike typical traffic counts that use automated traffic counting equipment, these visual counts involve using students to manually record how students are being dropped off to school. Glenfield should institute a school traffic counts initiative to do these counts either as a single classroom activity or can use it as a school-wide motivator to get parents and students to walk and bike more often. These counts should be done at the beginning and the end of the school year to see if any of the SRTS activities have had an impact in reducing the number of cars dropping off students. It is important that the counts are done the same way each time to ensure that results can accurately compared.

The SRTS Team Leader should invite a representative from the Montclair Police Department, the Township Planner, or the Township Engineer to help kick-off the school’s traffic count initiative. The counts should be coupled with encouragement activities such as:

- Making a school-wide pledge to walk and bike more often
- Setting a school-wide goal and holding a celebration if the goal is met.
- Having class discussions on how to reduce the impacts of traffic by using alternative modes of transportation such as biking and walking.

A sample of a traffic count form can be found in Appendix C.

Before carrying out any of these activities, the Glenfield SRTS Team should consider creating a mechanism for evaluation. As noted in the *Complete Safe Routes to School Guide*\(^1\) there is a six-step process that works best for evaluating SRTS programs and is demonstrated in the following graphic:

---

\(^1\) This guide is maintained by the National Center for Safe Routes to School at [www.saferoutesinfo.org](http://www.saferoutesinfo.org).
Creating a plan at the onset of the program will be most beneficial in setting goals for your program and determining strategies to help you attain those goals.

1. Plan the program / Collect Information
2. Write Objectives
3. Decide what, how and when to measure
4. Conduct the program and monitor progress
5. Collect Information and interpret findings
6. Use results
Montclair Safe Routes to School Program
Safe Routes to School Travel Plan – Glenfield Middle School

MAPPING SOLUTIONS FOR THE SCHOOL NEIGHBORHOOD

The walking environment around Glenfield Middle School is generally in good condition. With some minor changes, the walking routes to school can be very attractive to nearby families.

*Map 2 - School Neighborhood Recommendations* (on the following page) illustrates the suggested physical improvements that are aimed at improving the overall conditions for families walking and biking to school. If implemented in conjunction with the other strategies outlined in the Action Plan Matrix (page 27), these physical improvements will offer walking and/or biking as a safe and more convenient option to getting to school.
Map 2 - School Neighborhood Recommendations

1. Signage & Striping: Define current drop-off/pick-up procedures with maps, rules and procedures for driving along local streets within a school campus and any school driveway access and roadway striping.
2. Enhance: Replace obsolete bike rack with state of the art bike rack (at the front door of the school)
3. Traffic & Circulation: Investigate relocating the Elm Street/Elmwood Avenue/Hawthorne Place bus stop
4. Enhance: Start a student volunteer clean-up day at Glenfield Park and along major walking routes
5. Signage & Striping: Install 'No U-Turn' signs along Maple Ave and Bloomfield Ave
6. Signage & Striping: Stripe Maple Ave with a double yellow centerline
7. Signage & Striping: Install pedestrian countdown signals at intersection of Maple Ave and Bloomfield Ave
Montclair Safe Routes to School Program
Safe Routes to School Travel Plan – Glenfield Middle School

**ACTION PLAN MATRIX**

The following Action Plan Matrix for implementing the Glenfield Middle School SRTS program is intended to increase safety for students on their journey to and from school and, where appropriate encourage more students to walk or bike. The tables below are organized by the logical lead entity and identify those preliminary recommendations, specific to the Glenfield School campus and the immediate area, partners, a time frame and a level of cost for implementing each recommended action.

To give the Glenfield SRTS program more depth, it is recommended that these concepts be reinforced beyond the immediate school neighborhood. Glenfield’s SRTS program can best realize full success if its community and municipal partners implement the township-wide action items that support Glenfield’s SRTS program. These township-wide recommendations have been identified in Appendix D and are organized by the 5 E format (Engineering, Education, Encouragement, Enforcement and Evaluation) for implementing the SRTS program.

<table>
<thead>
<tr>
<th>Logical Lead Entity</th>
<th>Preliminary Recommendations</th>
<th>Partners</th>
<th>Time Frame</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Campus</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Immediate Area</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Community</td>
<td></td>
<td></td>
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<tr>
<td>Municipal</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Township-Wide</td>
<td></td>
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</tbody>
</table>

To give the Glenfield SRTS program more depth, it is recommended that these concepts be reinforced beyond the immediate school neighborhood. Glenfield’s SRTS program can best realize full success if its community and municipal partners implement the township-wide action items that support Glenfield’s SRTS program. These township-wide recommendations have been identified in Appendix D and are organized by the 5 E format (Engineering, Education, Encouragement, Enforcement and Evaluation) for implementing the SRTS program.
# Action Plan Matrix – Glenfield School Neighborhood Specific

<table>
<thead>
<tr>
<th>No.</th>
<th>Action</th>
<th>Partners</th>
<th>Timeframe</th>
<th>Cost</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lead Entity: Principal</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Define current drop-off/pick-up procedures with:</td>
<td>PTA/Montclair Engineering/Montclair DPW/Meadowlink TMA</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Map, rules and procedures for driving along local streets within school campus and any school driveway access</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Roadway striping</td>
<td></td>
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<td></td>
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<td></td>
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</tr>
<tr>
<td>2</td>
<td>Form a SRTS team/group</td>
<td>PTA</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Conduct School “House” competition for Incentives:</td>
<td>School Action Team /Board of Education/PTA</td>
<td>Short-term/ongoing</td>
<td>Low</td>
<td>Encouragement activities succeed through competition</td>
</tr>
<tr>
<td></td>
<td>- CO2 saved</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Distance traveled</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Percent participation</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Invite NJ TRANSIT to give their SAFETY RULES! Assembly presentation every year</td>
<td>Board of Education</td>
<td>Short-term/ongoing</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Invite Montclair Police Department to give safety presentation at Back to School night</td>
<td>Montclair Police</td>
<td>Short-term/ongoing</td>
<td>Low</td>
<td>Contact Sgt. Egnezzo</td>
</tr>
<tr>
<td>6</td>
<td>Integrate walking and safety education into classroom curriculum</td>
<td>Meadowlink TMA / Board of Education/PTA/Safety Coordination</td>
<td>Short-term</td>
<td>Low</td>
<td>See Appendix E for sample lesson plans</td>
</tr>
<tr>
<td>7</td>
<td>Host classroom activities focused on walking and biking safety</td>
<td>SRTS Coordinator/PTA/Meadowlink TMA</td>
<td>Short-term/ongoing</td>
<td>Low</td>
<td>Include rail safety</td>
</tr>
<tr>
<td>8</td>
<td>Replace obsolete bike rack with state-of-the-art bike rack</td>
<td>Montclair Engineering/Bike&amp;Walk Montclair</td>
<td>Short-term</td>
<td>Medium</td>
<td>See Appendix F for bike rack considerations</td>
</tr>
</tbody>
</table>
# Montclair Safe Routes to School Program

## Safe Routes to School Travel Plan – Glenfield Middle School

<table>
<thead>
<tr>
<th>No.</th>
<th>Action</th>
<th>Partners</th>
<th>Timeframe</th>
<th>Cost</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>Continue to conduct student travel surveys to measure how effective the SRTS program has been in increasing the number of students walking, biking, carpooling or taking transit to school</td>
<td>Board of Education/ Meadowlink TMA</td>
<td>Mid-term/ ongoing</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Send out E-blast to reinforce bus/drop-off/pickup procedures</td>
<td>PTA</td>
<td>Short-term/ Ongoing</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Utilize the school website to advance Safe Routes to School safety campaign/messages</td>
<td>Board of Education</td>
<td>Short-term/ ongoing</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Circulate Time Radius Map and Travel Plan Report on school website</td>
<td>Board of Education</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Share information on public trains/buses/student discount</td>
<td>Meadowlink TMA/NJ TRANSIT</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Conduct a Pedestrian Decoy Operation to target unsafe drivers, especially during school commute time</td>
<td>Montclair Police/Board of Education</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Reinforce “No Parking” areas during school commute times.</td>
<td>Montclair Police/Montclair Engineering</td>
<td>Short-term</td>
<td>Low</td>
<td>Consider curb striping and/or traffic cones</td>
</tr>
<tr>
<td>16</td>
<td>Investigate relocating the Elm Street/Elmwood Avenue/ Hawthorne Place bus stop</td>
<td>Montclair Transportation Department</td>
<td>Short-term</td>
<td>Low</td>
<td>Current location is viewed to be dangerous</td>
</tr>
<tr>
<td>17</td>
<td>Define current drop-off/pick-up procedures with:</td>
<td>Principal/Montclair Engineering/ Meadowlink TMA</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
</tbody>
</table>

**Lead Entity: PTA**
<table>
<thead>
<tr>
<th>No.</th>
<th>Action</th>
<th>Partners</th>
<th>Timeframe</th>
<th>Cost</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>18</td>
<td>Promote biking, walking and safety education outside classroom, such as Bicycle Train participation</td>
<td>Meadowlink TMA / Channel 34 / Bike&amp;Walk Montclair/ Faith Communities</td>
<td>Short-term</td>
<td>Low</td>
<td>Bike Rodeos for teens</td>
</tr>
<tr>
<td>19</td>
<td>Start a student volunteer clean-up day at Glenfield Park and along major walking routes</td>
<td>Principal / Meadowlink TMA/ Friends of Park/Montclair Town Council/Essex County (and Freeholders)</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>Start an anti-littering campaign</td>
<td>Meadowlink TMA / Friends of Glenfield Park /Montclair Town Council/Essex County (and Freeholders)</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>Create and distribute &quot;warm fuzzies&quot; to thank parents and/or drivers for exhibiting model behavior.</td>
<td>Meadowlink TMA</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>Share current arrival and dismissal procedures with map via PTA website</td>
<td>Principal</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>Utilize the PTA website to advance SRTS safety campaign/messages</td>
<td>Principal/Board of Education</td>
<td>Short-term/ongoing</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>Circulate Travel Plan on PTA website, especially the Map of Major Walking Routes with Time Radius</td>
<td>Board of Education</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>Create a doortag or flyer to encourage school neighbors to shovel snow and trim vegetation along school route sidewalks</td>
<td>Meadowlink/Township Code Enforcement</td>
<td>Short-term</td>
<td>Low</td>
<td>See Appendix E for example of door tag</td>
</tr>
<tr>
<td>26</td>
<td>Complete “Achievements” as part of the SRTS Recognition Program to reach the Gold Level</td>
<td>Meadowlink TMA/SRTS Coordinator</td>
<td>Short-term/ongoing</td>
<td>Low</td>
<td>See Appendix F for details on achievements</td>
</tr>
<tr>
<td>27</td>
<td>Promote Bike&amp;Walk Montclair’s Courteous Driving Pledge</td>
<td>Bike&amp;Walk Montclair/Township</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>No.</td>
<td>Action</td>
<td>Partners</td>
<td>Timeframe</td>
<td>Cost</td>
<td>Notes</td>
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</tr>
<tr>
<td>28</td>
<td>Report any crossing guard issues to Traffic Bureau (973-744-1234)</td>
<td>Board of Education/Montclair Police</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Schedule</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Procedure</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>29</td>
<td>Investigate feasibility of making Maple Ave a one-way street</td>
<td>Board of Education/Principal</td>
<td>Short-term</td>
<td>Low</td>
<td>Develop concepts</td>
</tr>
<tr>
<td>30</td>
<td>Change start time of “No turn on red” from 8am-4pm to 7am-4pm</td>
<td>Board of Education / Montclair Police / Essex County / Montclair Council</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>31</td>
<td>Install “No U-turn” signs along Maple Ave and along Bloomfield Ave</td>
<td>Montclair DPW/Montclair Police</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>32</td>
<td>Prohibit truck traffic adjacent to school.</td>
<td>Montclair Police</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>33</td>
<td>Evaluate installing flashing “Stop for Pedestrians” signs and</td>
<td>Board of Education</td>
<td>Mid-term</td>
<td>Medium-</td>
<td>High</td>
</tr>
<tr>
<td></td>
<td>Rectangular Rapid Flashing Beacons along Maple Ave and along Bloomfield Ave</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>34</td>
<td>Stripe Maple Ave with a double yellow centerline</td>
<td>PTA/Principal/Board of Education</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>35</td>
<td>Install pedestrian countdown signals at intersection of Maple Ave and</td>
<td>Board of Education/Meadowlink TMA</td>
<td>Mid-term</td>
<td>Medium</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Bloomfield Ave</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>36</td>
<td>Evaluate the sidewalk network for potential curb extensions or other</td>
<td>PTA/Board of Education/Meadowlink TMA</td>
<td>Short-Midterm</td>
<td>Low-Medium</td>
<td></td>
</tr>
<tr>
<td></td>
<td>traffic calming concepts</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>37</td>
<td>Provide improved sidewalk maintenance at Glenfield Park</td>
<td>Montclair DPW/Essex County Department of Parks, Recreation, and Cultural Affairs</td>
<td>Short-term/</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Ongoing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>38</td>
<td>Create defined school zone at Bloomfield Avenue with signs</td>
<td>Board of Education/Principal/Essex County/Montclair DPW</td>
<td>Short-term</td>
<td>Low-Medium</td>
<td></td>
</tr>
</tbody>
</table>

**Lead Entity: Township Engineering**
APPENDICES
Appendix A. Crosswalk© Neighborhood Analysis

The following maps and notes are a record of the issues identified both during initial field observations and during the workshops as noted by participants:

Assessment Categories:

- School Location/ Crossing Guard Location
- Ideas/ Primary Destination/ Secondary Destination
- Pedestrian Issues – Good/ Minor/ Major
- Bicycling Issues - Good/ Minor/ Major
- Driver Behavior – Good/ Poor/ Bad
- Intersection Issues - Good/ Poor/ Bad
- Environmental Issues - - Good/ Poor/ Bad
Primary Destinations

1. Primary Entrance #1.

2. Primary Entrance #2.
1. **Shopping Center.** Students like to walk and hang out here.

2. **Drop-off.**

3. **Day Care Center.**

4. **Bus Stop.**
1. **Speeding / Ignoring Pedestrians.** Cars often speed through this intersection and rarely stop for pedestrians.

2. **Speeding / U-Turns.** During drop-off and pick-up drivers make u-turns and drive dangerously in the entire area in front of the school.

3. **Speeding and Careless Driving.**

4. **Reckless Driving.** Cars speed around to the right of buses and nearly hit children etc.
1. **Isolated Feeling.** This segment has a very isolated feeling for pedestrians due to the fence, parking lot and building setback on the north and the overgrown trees on the south.

2. **Feels Unsafe.** Crossing at this intersection feels unsafe due to high traffic volumes, long crossing distances, speeding and exposure.

3. **Feels Unsafe.** Walking along this edge feels unsafe due to high amount of ground floor vacancies, surface parking lots and lack of "eyes on the street".

4. **Unsafe Park.** Glenfield Park has the perception of being unsafe. Is this primarily perception? Or are there actual incidents?

5. **Litter.** There is litter in and around the school area and park.
1. **Crossing Distance / Signage.** This is an excessive distance for pedestrians to cross and has little or no signage or indication as a major pedestrian crossing.

2. **Narrow Landing / Curb Ramp.** Very little space is provided for students/pedestrians to gather while waiting for the light to change. This is especially important given the high volumes of traffic on Bloomfield Avenue. In addition, no curb ramp is provided for the "n/s" crossing.

3. **Curb Ramps / Signage.** A mid-block crossing is provided however it lacks curb ramps or any advanced signage or signals.

4. **Curb Ramp.** Curb ramps and corner conditions at this connection point to the school and the park are crumbling and not ADA compliant.
Montclair Safe Routes to School Program
Safe Routes to School Travel Plan – Glenfield Middle School

5. **Curb Ramp.** Curb ramps and landings are missing.

6. **Curb Ramp.** Curb ramp and landing is missing.

7. **Faded Crosswalk.** Ornamental crosswalk has faded and is barely visible.

8. **Curb Ramp.** Corner "diagonal" curb ramp is not ADA compliant.

9. **Crossing Guard Needed.** This intersection has heavy pedestrian traffic and does not have a crossing guard.

10. **Confusing/"Tricky" Crossing.** This intersection gets heavy pedestrian and bicycle use and there are a number of bus stops in the area.
1. **Curb Ramp.** Ramps are not ADA compliant.

2. **Curb Ramp.** ADA compliant curb ramps are missing.

3. **Curb Ramps.** ADA compliant curb ramps are missing.
1. Wide Sidewalks. Wide sidewalks have been provided along the school frontage although in some areas it appears that students are still walking along the grass.
Montclair Safe Routes to School Program
Safe Routes to School Travel Plan – Glenfield Middle School

Pedestrian Issue - Major

1. **Long Street Crossing.** Crosswalks are excessively long, particularly with heavy street traffic.

2. **Uncomfortable Sidewalks.** Sidewalks along this segment are narrow and provide very little or no buffer from travel lanes.

3. **Sidewalk Gap.** There is not sidewalk on this side of the street.

4. **Overgrown Vegetation.** Shrubs block almost the entire sidewalk.
1. **Overgrown Vegetation.** Trees are overgrown and obstruct the sidewalk and visibility.

2. **Heaving Sidewalk.**

3. **Curb Ramp.** ADA compliant curb ramps are not provided.

4. **Sidewalk Cracking.** Sidewalks in this area are cracking and crumbling in some locations.

5. **Overgrown Vegetation.** Shrubs in this area are pushing into the sidewalk.

6. **Sidewalk.** Sidewalks here are old bluestone and are uneven and heaving in some locations.
Montclair Safe Routes to School Program  
Safe Routes to School Travel Plan – Glenfield Middle School  

7. Sidewalk. Sidewalks here are old bluestone and are uneven and heaving in some locations.  

8. Sidewalk Cracking. Sidewalks cracking and heaving.  

9. Sidewalk Cracking. Sidewalks cracked and crumbling at this driveway.  

10. Sidewalk Cracking. Sidewalk cracked and crumbling at driveway apron.  

11. County Sidewalk. This is a county sidewalk and is not always maintained as it should be. It was noted that during snowfall this sidewalk is often shoveled late.  

12. Railing/Fence. Low rail with minimal protection from large transformers etc.
Montclair Safe Routes to School Program  
Safe Routes to School Travel Plan – Glenfield Middle School

Neighborhood Area Photography

1. Crossing Distance Signage: This is an excessive distance for pedestrians to cross and has little or no signage or indication as a major pedestrian crossing.

2. Narrow Landing Curb Ramp: Very little space is provided for students/pedestrians to gather while waiting for the light to change (high volumes of traffic on Bloomfield Ave).

3. Curb Ramp Descriptive: A mid-block crossing is provided however it lacks curb ramps or any advanced signage or signals.


5. Curb Ramp: Curb ramps and corner conditions at this connection point to the school and the park are crumbling and not ADA compliant.

6. No Sidewalk: There is no sidewalk provided on this side of the street.

7. Sidewalk Cracking: Sidewalks in this area are cracking and crumbling in some locations.

8. Overgrown Vegetation: Shrubs block almost the entire sidewalk.

9. Sidewalk: Sidewalk is cracked and crumbling at driveway apron.
Appendix B. Student Travel Mode Survey
### Safe Routes to School Students Arrival and Departure Tally Sheet

#### Step 1.
Fill in the weather conditions and number of students in each class

<table>
<thead>
<tr>
<th>Weather</th>
<th>Student Tally</th>
<th>Walk</th>
<th>Bike</th>
<th>School Bus</th>
<th>Family Vehicle</th>
<th>Carpool</th>
<th>Transit</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sunny</td>
<td>Number in class when made</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>Only with children from your family</td>
<td>Riding with children from other families</td>
<td>City bus, subway, etc.</td>
<td>Skateboard, scooter, etc.</td>
</tr>
<tr>
<td>Rainy</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Overcast</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Snowy</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Sample AM
Sunny 2 sunny 2 0 2 3 8 3 3 3 1

#### Sample PM
Rainy 1 5 3 3 8 1 2 2 1

#### Tues. AM

#### Tues. PM

#### Wed. AM

#### Wed. PM

#### Thurs. AM

#### Thurs. PM

#### Step 2.
AM - “How did you arrive at school today?” Record the number of hands for each answer.
PM - “How do you plan to leave for home after school?” Record the number of hands for each answer.

**Source:** [http://saferoutesnj.org/documents/SRTS_Tally_Sheet-1.pdf](http://saferoutesnj.org/documents/SRTS_Tally_Sheet-1.pdf)
Appendix C. Traffic Count Instructions and Form
INSTRUCTIONS FOR TRAFFIC COUNT FORM

1. Have kids pair up in teams of two to count walkers and bicyclists. Car counters need teams of three.

2. Each team is assigned a location where children are arriving at school.

3. One person is the counter and the other is the recorder. When counting cars, one person counts cars and another counts the number of children in each car.

4. The counters call out a car (biker or walker) when it (they) arrives. The recorder makes a mark for the number of cars and writes out the number for the number of children per car. (Make sure they keep the tic marks in groups of five). The bike and walking counters should make marks for each child.

5. At the end they total the number of marks. Then they count how many cars that had more than one child in the car, which counts the number of carpools. Note: If the class has learned how to average, then have them compute the number of children per carpool.

6. Combine all the forms to find out how many children walked to school, biked to school, came in a carpool, or came alone in a car.

7. Return the forms to the Safe Routes to School box in the office or contact ______________ at ______________.

Thanks for helping out the Safe Routes to School program

Safe Routes to School is a project of:
NAME OF SCHOOL, ADDRESS, PHONE, E-MAIL
Montclair Safe Routes to School Program
Safe Routes to School Travel Plan – Glenfield Middle School

Road Name or Location ____________________________________________________________

Date ____________________________ Weather ____________________________

Start Time ____________________________ End Time ____________________________

Name(s) of Counters & Recorders ________________________________________________

<table>
<thead>
<tr>
<th>COUNT THE NUMBER OF CARS</th>
<th>HOW MANY CHILDREN IN EACH CAR?</th>
<th>COUNT THE BICYCLISTS (WITH HELMETS)</th>
<th>COUNT THE BICYCLISTS (WITHOUT HELMETS)</th>
<th>COUNT THE NUMBER OF CHILDREN WALKING</th>
</tr>
</thead>
<tbody>
<tr>
<td>_________________________</td>
<td>_____________________________</td>
<td>_________________________________</td>
<td>____________________________</td>
<td>_________________________________</td>
</tr>
</tbody>
</table>

Appendix D. Action Plan Matrix – Township-wide
**Action Plan Matrix – Township-wide**

<table>
<thead>
<tr>
<th>No.</th>
<th>Action (Township-wide)</th>
<th>Partners</th>
<th>Timeframe</th>
<th>Cost</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>Install pedestrian countdown signal heads and R10-3e placards with instructions for use at appropriate locations</td>
<td>County</td>
<td>Short-term</td>
<td>Medium</td>
<td></td>
</tr>
<tr>
<td>A2</td>
<td>Install pedestrian crossing signs with school children symbols at unsignalized school crossings</td>
<td>County</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>A3</td>
<td>Establish, through ordinance, all school zones as “Zero Tolerance” areas where fines for speeding are doubled</td>
<td>County</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>A4</td>
<td>Post “Zero Tolerance” signs in all school zones</td>
<td>County</td>
<td>Mid-term</td>
<td>Medium</td>
<td></td>
</tr>
<tr>
<td>A5</td>
<td>Evaluate appropriate locations for pedestrian scale lighting paying special attention to existing and future sidewalks</td>
<td>County</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>A6</td>
<td>Install pedestrian scale lighting - paying special attention to existing and future sidewalks</td>
<td>County</td>
<td>Short-term</td>
<td>Medium - High</td>
<td></td>
</tr>
<tr>
<td>A7</td>
<td>Conduct a sidewalk assessment and create a prioritized list of locations for installation of ADA-compliant curb ramps with detectable warning surfaces at locations where they are missing</td>
<td>County</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>No.</td>
<td>Action (Township-wide)</td>
<td>Partners</td>
<td>Timeframe</td>
<td>Cost</td>
<td>Notes</td>
</tr>
<tr>
<td>-----</td>
<td>----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>-----------------------------------------------</td>
<td>-------------------</td>
<td>-------</td>
<td>-------</td>
</tr>
<tr>
<td>A8</td>
<td>Install ADA-compliant curb ramps with detectable warning surfaces at locations where they are missing</td>
<td>County</td>
<td>Short-term</td>
<td>Medium</td>
<td></td>
</tr>
<tr>
<td>A9</td>
<td>Provide high visibility crosswalks fluorescent, yellow-green advanced school crossing and school warning signs within school zones and along designated school routes</td>
<td>County</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>A10</td>
<td>Install signage within the school zones clearly denoting the school zone speed limit, associated fines for speeding and applicable hours</td>
<td>Township</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
</tbody>
</table>

**Education**

<table>
<thead>
<tr>
<th>No.</th>
<th>Action</th>
<th>Partners</th>
<th>Timeframe</th>
<th>Cost</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>A11</td>
<td>Sponsor and host bicycle rodeos for all students to improve their cycling skills</td>
<td>Meadowlink TMA/Bike Shops/Bike&amp;Walk Montclair/PTA</td>
<td>Short-term/ongoing</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>A12</td>
<td>Provide better training for aides on the school bus</td>
<td>SRTS Coordinator/Board of Education</td>
<td>Short-term/ongoing</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>A13</td>
<td>Introduce bicycle and pedestrian safety into the school curriculum through programs such as WalkSafe™ or BikeSafe™ or event based programs through SafeKids or the Brain Injury Association of New Jersey</td>
<td>School Superintendent</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>A14</td>
<td>Provide educational materials about the dangers of speeding or other violations, especially in the school area, at major community gathering locations such as the Library, Montclair BID, churches, bike shops and Township buildings</td>
<td>Meadowlink TMA/Bike&amp;Walk Montclair</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
</tbody>
</table>
### Montclair Safe Routes to School Program

**Safe Routes to School Travel Plan – Glenfield Middle School**

<table>
<thead>
<tr>
<th>No.</th>
<th>Action (Township-wide)</th>
<th>Partners</th>
<th>Timeframe</th>
<th>Cost</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>A15</td>
<td>Circulate school walking and bicycling event information with municipal utility or tax bills.</td>
<td>Board of Education</td>
<td>Short-term/ongoing</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>A16</td>
<td>Include the health benefits of conducting a SRTS program in Teacher Training programs</td>
<td>School Superintendent/SRTS Coordinator</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>A17</td>
<td>Promote Bike&amp;Walk Montclair’s Courteous Driving Pledge</td>
<td>Bike&amp;Walk Montclair/PTA</td>
<td>Short-term/ongoing</td>
<td>Low</td>
<td>Should have pledges and magnets on hand at the Municipal Bldg &amp; Community Services Bldg</td>
</tr>
<tr>
<td>A18</td>
<td>Create a doortag or flyer for property owners and businesses with information on Chapter 297 STREETS AND SIDEWALKS of the Township’s Code, including fines associated with violations and the importance of keeping the pedestrian passageway free from obstructions</td>
<td>Township Code Enforcement</td>
<td>Short-term</td>
<td>Low</td>
<td>See Appendix E for sample</td>
</tr>
<tr>
<td>A19</td>
<td>Educate parents to let their children out of the car curbside instead of in the street</td>
<td>SRTS Team Leader/PTA/Meadowlink TMA/School Safety Patrol</td>
<td>Short-term/ongoing</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>A20</td>
<td>Create web-based traffic safety quizzes that include bicyclist, pedestrian and motorist safety questions on the school website</td>
<td>Board of Education/Meadowlink TMA</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
</tbody>
</table>
### Montclair Safe Routes to School Program

**Safe Routes to School Travel Plan – Glenfield Middle School**

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<tr>
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<th>Timeframe</th>
<th>Cost</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>A21</td>
<td>Initiate a public education program/campaign, such as Street Smarts, that uses a dual approach of media and community relations to educate and raise community awareness about traffic safety issues for all users</td>
<td>Meadowlink TMA</td>
<td>Short-term</td>
<td>Low - Medium</td>
<td></td>
</tr>
<tr>
<td>A22</td>
<td>Provide better training for the aid on the school bus</td>
<td>SRTS Coordinator/Board of Education/</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
</tbody>
</table>

**Enforcement**

<table>
<thead>
<tr>
<th>No.</th>
<th>Action (Township-wide)</th>
<th>Partners</th>
<th>Timeframe</th>
<th>Cost</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>A23</td>
<td>Conduct a series of &quot;pedestrian decoy&quot; operations at conflict intersections to strongly reinforce that Montclair takes its motor vehicle laws and pedestrian rights seriously. Consider repeating every six weeks until driver behavior is perceived to be more respectful of pedestrian’s right to travel safely</td>
<td>Police Department/ NJHTS/Rutgers University</td>
<td>Short-term</td>
<td>Low - Medium</td>
<td></td>
</tr>
<tr>
<td>A24</td>
<td>Continue bicycle and pedestrian safety education within the school system</td>
<td>Board of Education/Police Department/Meadowlink TMA/Bike&amp;Walk Montclair</td>
<td>Short-term/ongoing</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>A25</td>
<td>Use crossing guards to hand out safety information and information on the NJ Pedestrian Crossing Law</td>
<td>Police Department</td>
<td>Short-term/ongoing</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>A26</td>
<td>Create a zero tolerance traffic enforcement program and assign extra patrol to these areas during arrival and dismissal</td>
<td>Police Department</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
</tbody>
</table>
# Montclair Safe Routes to School Program

## Safe Routes to School Travel Plan – Glenfield Middle School

<table>
<thead>
<tr>
<th>No.</th>
<th>Action (Township-wide)</th>
<th>Partners</th>
<th>Timeframe</th>
<th>Cost</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>A27</td>
<td>Strictly enforce the 25 mph speed limit on all Township streets</td>
<td>Police Department</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
</tbody>
</table>

### Encouragement

| A28 | Host a poster contest for International Walk and Bike to School Day                                         | SRTS Coordinator                                                       | Short-term        | Low  |                                |
| A29 | Circulate school walking and bicycling event information with municipal utility or tax bills.              | SRTS Coordinator                                                       | Short-term/On-going | Low  |                                |
| A30 | Create a pamphlet/palm card/ and/or any other print or web material geared towards parents highlighting the benefits of walking and biking to school | SRTS Coordinator/NJ SRTS Advocacy Organizer                             | Short-term        | Low  |                                |
| A31 | Have designated walking school bus meeting points mapped and signed for all elementary and middle schools | Police Department/ Board of Education                                  | Short-term        | Low  |                                |
| A32 | Create and publish a press release detailing the school’s involvement in the SRTS program and the Travel Plan developed for the school. | SRTS Coordinator                                                       | Short-term        | Low  |                                |
| A33 | Use Channel 34 and the Township website to provide public safety information, events, messages to residents related to bicycling and walking such as bike and walk to school day | SRTS Coordinator                                                       | Short-term        | Low  |                                |
| A34 | Apply for funding to create a transportation matching and participation program at each school that will link parents/students interested in carpooling, biking, or walking to and from school. | Board of Education/SRTS Coordinator/Meadowlink TMA/NJDOT               | Short-term        | Low  | Use Florida DOT’s SchoolPool as an example. |
## Montclair Safe Routes to School Program

### Safe Routes to School Travel Plan – Glenfield Middle School

<table>
<thead>
<tr>
<th>No.</th>
<th>Action (Township-wide)</th>
<th>Partners</th>
<th>Timeframe</th>
<th>Cost</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>A35</td>
<td>Create and sign a joint powers agreement for maintenance of bike/pedestrian facilities</td>
<td>County</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>A36</td>
<td>Adopt a resolution endorsing the Glenfield SRTS Travel Plan</td>
<td>Board of Education</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>A37</td>
<td>Market/brand Montclair’s SRTS Program as “Montclair’s Active &amp; Safe Routes to School Program”</td>
<td>SRTS Coordinator/Board of Education/SRTS Team Leader</td>
<td>Short-term/ongoing</td>
<td>Low</td>
<td></td>
</tr>
</tbody>
</table>

### Evaluation

<table>
<thead>
<tr>
<th>No.</th>
<th>Action</th>
<th>Partners</th>
<th>Timeframe</th>
<th>Cost</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>A37</td>
<td>Conduct student travel surveys in all schools to determine and measure how students travel to school</td>
<td>Board of Education/Rutgers VTC</td>
<td>Short-term</td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>A38</td>
<td>Designate weeks on the school calendar to conduct traffic counts at the beginning and end of the school year</td>
<td>SRTS Coordinator/Board of Education/SRTS Team Leader</td>
<td>Short-term/On-going</td>
<td>Low</td>
<td></td>
</tr>
</tbody>
</table>
Appendix E. Samples of SRTS Educational Materials
http://saferoutesmichigan.org/maketrax

**Message:**

- The adoption of a pedestrian/bicycle curriculum by a school or school district helps assure that children will receive repeated age-appropriate education.

**Background:**

Michigan Fitness Foundation’s Make Trax Curriculum is geared toward middle school aged children and making the SRTS program “cool.” The curriculum has 8 different lessons to hook the pre-teens’ interest including mapping technology, fieldwork lessons, how to gather data and photography.
SRTS Classroom Resources

Source: Coldfall Primary, London, UK provided by www.iwalktoschool.org;

**Message:**
In the classroom, SRTS education can be integrated into existing topics. A few examples of integrating SRTS education are:

- Safety education can be infused into traditional classroom subjects such as language arts or science taught by the classroom teacher.
- Math: calculating average walking speeds or distances.
- Biology: walk to collect samples, observe nature.
- Reading: read about nature, walking.
- Language arts: write about walking, what see on way to school, design posters to encourage walking.
- Geography: track mileage and plot on a map. Learn about places that the school or class “visits.”
- Arts: Photography contests, drawing contests where students depict their routes to school
Montclair Safe Routes to School Program
Safe Routes to School Travel Plan – Glenfield Middle School

Sample Door Tag Template

For further information regarding File Preparation click on the link below:

http://www.48hourprint.com/preparing-files.html
Montclair Safe Routes to School Program
Safe Routes to School Travel Plan – Glenfield Middle School

Sample Text for Door Tag

SHOVELING YOUR SIDEWALK
IT’S THE NEIGHBORLY THING TO DO!
(IT’S ALSO THE LAW)

Make Chicago safe for everyone by clearing snow and ice from the public sidewalks around your property.

We are all pedestrians at some point in the day, whether walking to the bus, to a car, or to a neighborhood store. Without a wide, clear path, snow and ice on the sidewalk make it difficult for everyone -- especially people with disabilities, seniors, and children -- to walk safely.

Be a good neighbor and offer help to those in your community who are physically unable to clear their own sidewalks.

Chicago Municipal Code, sections 4-4-310 and 10-8-180, specifies that both homes and businesses must clear snow from sidewalks next to their property.

Please help make Chicago safe for everyone!

Source: www.cityofchicago.org
Windshield Warning

NOTICE

YOU HAVE PARKED YOUR CAR IN A SCHOOL
BUS LOADING ZONE AND PREVENTED ONE OR
MORE BUSSSES FROM ACCESS

PLEASE USE PARKING SPACES OR PARK ON ONE
OF THE SIDE STREETS

Source: Los Alamitos, CA, provided by David Parisi
Appendix F. SRTS General Resources
Student Pledge

As a Pedestrian/Bicyclist Safety Smart Student
I Promise to always...

1. Stop and Look Left, Right, and Left again before I cross the street.

2. Wear and buckle a bicycle helmet every time I ride my bicycle.

3. Stay alert when walking and bicycling - I will watch out for all other traffic around me.

4. Wear bright colors if I am walking or bicycling during the day so I can be seen.

5. Take extra care if walking or bicycling in low visibility conditions or at night. I will wear retro-reflective gear and carry/wear a bright light or have required bike lights.

6. Walk on a sidewalk if one is present, if not, walk facing traffic.

7. Always bicycle in the same direction as traffic whether riding on the sidewalk or road.

8. Stay 5 giant steps away from the street when I’m waiting for a bus.

9. Stop, Look and Listen before I cross railroad tracks and never play on or near the tracks.

_________________________________________  ______________
Student’s Name                               Date

Colorado Safe Routes to School - www.saferoutesinfo.org - srts@dot.state.co.us - (303) 757-9088
Parent Pledge

As a Pedestrian/Bicyclist Safety Smart Parent
I Promise to set a good example for my children and all children by making sure that....

1. My children know to Stop, Look Left, Right, and Left again before crossing the street.

2. All family members must wear and buckle a properly fitted bicycle helmet every ride.

3. Family members must always stay alert for traffic (no cell phones or earphones), especially when walking and bicycling.

4. Everyone stays 5 giant steps away from the street when waiting for a bus.

5. My family wears bright colors and reflective markers to be seen in the dark.

6. My children know to Stop, Look and Listen before crossing railroad tracks and never to play on or near the tracks.

7. My child walks/bicycles to school with me or with a group of children led by a responsible parent, adult or older sibling.

8. I lead and encourage others around my child to lead by example by demonstrating smart and safe pedestrian and bicycle behavior at all times.

9. I ensure the safety of all pedestrians and bicyclists by driving cautiously, especially around children of all ages.

_____________________________  ____________________
Parent’s Name  Date

Colorado Safe Routes to School ~ www.saferoutesinfo.org ~ srts@dot.state.co.us ~ (303) 757-9088
Community Pledge

Safe Routes to School
Pledge to Glenfield Middle School’s Children

Take the Pledge
In the last 35 years, our children have lost a lot of the freedom and independence they once had to explore our neighborhoods. As we have designed our communities around automobiles, activities like walking or bicycling to school have declined dramatically. We believe it’s time for a change. We pledge that by the time the kindergarten class of 2013 graduates high school, the majority of school trips will once again be made safely by foot or bicycle.2

To our children, we pledge to make your health and safety our number one priority, including to:

• Make the streets safe, convenient and attractive enough to let you walk or bicycle to schools.
• Ensure the streets around your schools have frequent, safe places to cross.
• Drive slowly through school zones.
• Enforce traffic laws in school zones and neighborhoods to slow down motor vehicle traffic.
• Locate schools within walking and bicycling distance of as many pupils as possible.
• Reduce the amount of traffic around your schools.
• Provide secure bicycle parking at your schools.
• Teach traffic safety skills routinely throughout your school career: first as a pedestrian, next as a bicyclist, and then as a motorist.
• Encourage staff and students at your schools to walk and bicycle more often.

Signed (any combination of the following),

Mayor
Township Council
Township Manager/Administrator
Township Engineer/Public Works
Township Planner
Township Police

School District Board of Education
School Principal
School Teacher(s)
School Nurse
PTA/Parents/Caregivers

Community Liaison
Other community groups

2 Pledge to Children is based on the Active Living Resource Center’s SRTS Pledge.
Montclair Safe Routes to School Program
Safe Routes to School Travel Plan – Glenfield Middle School

Bike Rack Considerations for Placement

**Bike Racks**

Students must have a functional, secure place to park their bike once they reach school. Not having a well-planned bicycle parking option can lead to several undesirable outcomes, such as theft, damage, and locked bikes, or critical safety infrastructure like emergency exits, hand rails, and fire hydrants.

According to the Association of Pedestrian and Bicycling Professionals Bicycle Parking Guidelines, there are four elements to a bicycle rack system:

1. **The Rack Element**
   - The rack element is the part of the bike rack that supports one bicycle. A good bike rack element holds the bike frame without bending the wheel and should have no moving parts. Rack elements are typically constructed of metal in an inverted U-shape, which allows for a variety of bicycle sizes and locks.

2. **The Rack**
   - A rack is one or more rack elements joined on any common base or arranged in a regular array and fastened to a common mounting surface. Anchor the rack so that it cannot be stolen with the bike attached and provides easy, independent bike access. Inverted U-shaped rack elements mounted in a row should be placed on 30” centers, allowing two bicycles to be secured to each rack element.

3. **The Rack Area**
   - The rack area is a bicycle parking lot where racks are separated by aisles and may contain one or more racks. If possible, the rack area should be protected from the elements using any combination of structures, like a wall and awning. Try to avoid locating a bike rack area on grass or dirt as a rainy day can turn the bicycle parking lot into a mess. Instead, locate the bike rack area on a concrete pad.

4. **The Rack Area Site**
   - The rack area site is the relationship of the rack area to a building entrance and approach. Locate the bike rack area within visibility of the building entrance it serves and consider the route cyclists’ use to approach that entrance. Bike rack areas should be sited in a space that minimizes vandalism and maximizes use, while avoiding conflicts with driveways, buses, and large numbers of pedestrians.

   Ideally, rack areas should be sited as close, or closer, than the nearest car parking space and provided near all high traffic building entrances. When choosing between a larger bicycle rack area or multiple smaller rack areas, it is preferred to choose multiple locations that are more convenient to users.

Source: Safe Routes to School Guide, [www.saferoutesinfo.org](http://www.saferoutesinfo.org)
### Safe Routes to School in New Jersey Info Sheet

#### NJ Department of Transportation (NJDOT)

- NJDOT supports Safe Routes to School and Complete Streets initiatives in NJ.
- NJDOT provides infrastructure SRTS federal grant funding to schools and communities and provides assistance with non-infrastructure programs through the SRTS Resource Center.

#### Voorhees Transportation Center (VTC)

- VTC is the home of the NJ Safe Routes to Schoool Resource Center and the New Jersey Bicycle and Pedestrian Resource Center.

#### Transportation Management Associations (TMAs)

- New Jersey’s 8 TMAs each offer assistance in their service areas by forming alliances with non-profit, public/private sectors to assist local businesses, governments, and schools with transportation services and to solve transportation problems or issues.

#### Safe Routes to School National Partnership

- The SRTS National Partnership is a non-profit organization providing assistance for safe walking and bicycling. The Partnership is a network of over 600 organizations, agencies, schools, and professional groups.

### How does this affect New Jersey?

- Statewide Bike / Ped coordinator
- Statewide SRTS coordinator
- Grants administered through the Division of Local Aid

- These centers provide primary research, education, and outreach about best practices in policy and design to create safer and more accessible walking and bicycling.

- TMAs are familiar with all transportation in their service areas and can provide advice and assistance at the local level related to mass transportation, ride sharing, walking, and bicycling and walking.

- Each TMA employs a SRTS Regional Coordinator who is the point person for all SRTS activities and events in the area.

### NJ SRTS Resource Center provides:

- Web-based resources on SRTS in New Jersey
- A recognition program to acknowledge SRTS successes
- Primary research
- Helpdesk assistance
- Technical Assistance
- Tools and training

### TMA SRTS Coordinators provide:

- Technical Assistance
- Assistance with walk and bike to school and education events
- Guidance for creating School Travel Plans
- Help with grant writing
- Promote Complete streets policies

### The partnership contributes to communities through:

- Advocacy
- Policy Change
- Best Practices & Technical Assistance
- Publications

### Websites:

- [http://www.state.nj.us/transportation/community/srts](http://www.state.nj.us/transportation/community/srts)
- [http://www.state.nj.us/transportation/eng/completestreets/](http://www.state.nj.us/transportation/eng/completestreets/)

- Websites:
  - [http://www.safesrtpatenj.org/](http://www.safesrtpatenj.org/)
  - [http://www.njbikepact.org/](http://www.njbikepact.org/)
  - [http://www.policy.nj.gov/vehp](http://www.policy.nj.gov/vehp)
  - [http://www.facebook.com/VTC Rutgers](http://www.facebook.com/VTC Rutgers)

- [http://www.safesrtpatenj.org/about/regional-coordinator.html](http://www.safesrtpatenj.org/about/regional-coordinator.html)

- Website:
  - [http://safesrtpatenj.org/](http://safesrtpatenj.org/)
  - Blog:
    - [http://safesrtpatenj.org/blog](http://safesrtpatenj.org/blog)
  - Facebook:
  - Twitter:
    - @SafeRoutesNJ

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### Funded by:

- Federal Highway Administration (FHWA)
- NJDOT/FHWA
- NJDOT/FHWA
- The Robert Wood Johnson Foundation

- [The Bikes Belong Foundation](http://www.bikesbelong.org)
Enroll in the New Jersey Safe Routes to School Recognition Program

<table>
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<th>Level</th>
<th>Achievements</th>
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| First Step | Get Going!  
Get your SRTS program established.  
- Complete a nomination form online  
- Identify a SRTS champion (champions can be PTA reps, principals, teachers, municipal reps, local bike/ped advocates, etc.) |
| Bronze  | Build Momentum!  
Start annual traditions and build SRTS awareness.  
- Complete First Step achievements  
- Endorsement letter or Resolution of Support from municipal government, school board or other equivalent body  
- Hold at least two SRTS programs or events such as walk to school day or a bike clinic |
| Silver  | Achieve Sustainability!  
Help your municipality get Sustainable Jersey certified.  
- Meet Bronze Level achievements  
- Meet one of the following requirements:  
  - Hold a total of 4 or more SRTS events  
  - Create a School Travel Plan  
  - Conduct SRTS tally, parent/caregiver survey or walk/bike assessment |
| Gold    | Keep it Going!  
Make your SRTS program part of your school's identity.  
- Meet Silver Level achievements  
- Show ongoing support from PTA, PTO, Green Team, etc.  
- Complete at least two higher level SRTS projects from the approved list |

Get started! Visit us at saferoutesnj.org for more information and to contact your regional coordinator.
Nomination form deadlines: December 1 and May 1.
You can also become a friend of the New Jersey Safe Routes to School Program by completing an online enrollment form and agreeing to support, promote, and encourage SRTS programs.
Appendix G. Township of Montclair Draft Bike Network Map
Montclair Safe Routes to School Program
Safe Routes to School Travel Plan – Glenfield Middle School

Township of Montclair Draft Bike Network Map

Source: Township of Montclair Bike/Ped Action Plan, Michael Baker Associates, 2005