

**SAFE ROUTES TO SCHOOL TASK FORCE**  
**School Year Planning Calendar 2006-07**

| Date                       | Responsible Party                                    | Activity   | Category                              |
|----------------------------|--|--|---------------------------------------|
| <b>JULY</b>                |  |  |                                       |
| 15                         | CPA Police   | CPA Police Traffic Team does visual survey of school commute routes for needed signing, striping, sight lines maintenance  | Engineering                           |
| 22                         | CPA Transportation                                   | Send letter to Public Works, Utilities (maintenance and engineering departments) re school start date  | Engineering<br>Education              |
| <b>AUGUST</b>              |  |  |                                       |
| 1                          | PTA Elementary + Middle Schools Traffic Safety Reps. | Check at school site for inclusion of updated traffic safety/trip reduction information in info for parents. Ditto for police chief's letter plus safety tips.   | Education<br>Encourage Alternatives   |
| 1                          | PTA (Middle schools)                                 | Confirm dates for fall "Bike to Middle School" events with: CPA Police (Susie Jones--licensing), Transportation (Safe Routes + shuttle info), bike safety inspection (bike shop), plus trained helmet fitter. Arrange for parent volunteers, tables, handouts. | Encourage Alternatives                |
| Aug 7-11                   | CPA Police   | Stop on Red enforcement campaign -- targeted enforcement against red light running   | Enforcement                           |
| 15                         | CPA Transportation                                   | Print & distribute new schedules for City's free shuttle   | Encourage Alternatives                |
| 15                         | CPA Public Works Operations                          | Complete maintenance of signing, striping, vegetation trimming   | Engineering                           |
| 15                         | PTA, CPA Transportation                              | Coordinate orders for Walk to School give-aways  | Encourage Alternatives                |
| 21                         |  | <b>First day of school</b>   |                                       |
| scheduled by indiv. school | PAUSD, CPA Police                                    | School Principals contact CPA Police for safety patrol training  | Education                             |
| 31                         | All  | <i>City/School Traffic Safety Committee meeting</i><br>(Special date at start of school year, 10 AM-noon)  | All 4 E's                             |
| <b>SEPTEMBER</b>           |  |  |                                       |
| early Sept                 | CPA Police   | <b>Operation Safe Passage -- enforcement campaign around school zones</b>  | Enforcement                           |
| early Sept??               | CPA Transportation<br>PAUSD                          | Send parent message re school bus, shuttle behavior guidelines   | Education                             |
| 4-5                        |  | <b>School Holidays</b>   |                                       |
| 8                          | PTA, CPA Police                                      | Draft newsletter messages for 1st quarter  | Education<br>Encourage Alternatives   |
| scheduled by indiv. school | All  | Third grade Bicycle Education Program (3 lessons, 12 schools, Sept 18- Oct 20)   | Education<br>Encouraging Alternatives |
| TBA                        | CPA Transportation & 3 middle schools                | Sixth Grade Bicycle/Traffic Safety Education Program (6 assemblies, late Sept-Oct)   | Education<br>Encouraging Alternatives |
| 21                         | All  | <i>City/School Traffic Safety Committee meeting</i> (regular schedule on 3rd Thursday, 10-12)  | All 4 E's                             |
| 21                         | PTA  | <i>Bringing Up Bicyclists</i> class for parents of children up to age 10 -- Fairmeadow & Hoover (Rich Swent)   | Education                             |
| 23                         | PTA<br>CPA Transportation                            | Distribute materials for Walk to School  | Education                             |
| 23                         | CPA Recreation<br>PTA                                | <i>Middle School Bike Skills</i> class for students age 10-14, with parent (Enjoy Catalogue, Rich Swent)   | Education                             |
| 27                         | All  | <i>City/School Liaison Committee</i> -- Safe Routes to School on agenda Wed 8:15-9:30 a.m.   | All 4 E's                             |

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|----------------------------|--------------------------------|---|-------------------------------------|
| <b>OCTOBER</b>             |                                |   |                                     |
| 1                          | CPA Recreation<br>PTA          | <i>Middle School Bike Skills</i> class for students age 10-14, with parent (Enjoy Catalogue, Rich Swent)                            | Education                           |
| 2-3                        |                                | School Holidays   |                                     |
| 4-13                       | All                            | <b>Walk to School / Way2Go Promotion in PAUSD</b><br>(Wednesday Oct 11 = focus for one day events)                                  | Encourage Alternatives              |
| 15                         | CPA Recreation<br>PTA          | <i>Middle School Bike Skills</i> class for students age 10-14, with parent (Enjoy Catalogue, Rich Swent)                            | Education                           |
| 16-20                      | PAUSD/PTA                      | National School Bus Safety Week -- 2006 theme is "Be aware -- cross with care"  | Encourage Alternatives              |
| 19                         | All                            | <i>City/School Traffic Safety Committee meeting</i> (regular schedule on 3rd Thursday, 10-12)                                       | All 4 E's                           |
| <b>NOVEMBER</b>            |                                |   |                                     |
| 3                          | PTA, CPA Police                | Draft Newsletter messages for 2nd quarter   | Education                           |
| 13                         | PTA                            | Rainy Day Carpool Promotion   | Encourage Alternatives              |
| 10                         |                                | School Holiday  |                                     |
| 16                         | All                            | <i>City/School Traffic Safety Committee meeting</i>   | All 4 E's                           |
| 22-24                      |                                | Thanksgiving Break  |                                     |
| <b>DECEMBER</b>            |                                |   |                                     |
| 14                         | All                            | <i>City/School Traffic Safety Committee meeting?</i>  | All 4 E's                           |
| 15                         |                                | Districtwide Minimum Day  |                                     |
| 16 (thru Jan 2)            |                                | Winter Break  |                                     |
| <b>JANUARY</b>             |                                |   |                                     |
| 3                          |                                | School resumes  |                                     |
| 15                         |                                | School Holiday  |                                     |
| 18                         | All                            | <i>City/School Traffic Safety Committee meeting</i>   | All 4 E's                           |
| 19                         |                                | School Holiday (end of first semester)  |                                     |
| tbd                        | CPA Police                     | <b>Operation Safe Passage -- enforcement campaign around school zones</b>   | Enforcement                         |
| <b>FEBRUARY</b>            |                                |   |                                     |
| 1                          | PTA, CPA Police                | Draft Newsletter messages for 3rd quarter   | Education<br>Encourage Alternatives |
| 13-17                      | CPA Police & PTA               | <b>Child Passenger Safety Week</b> (2nd wk in Feb)  | Enforcement<br>Education            |
| 15                         | All                            | Review traffic safety items related to Summer School: mailer info and parent handouts, crossing guard locations, shuttle routes     |                                     |
| 15                         | All                            | <i>City/School Traffic Safety Committee meeting</i>   | All 4 E's                           |
| 16, 19-23                  |                                | School Holidays   |                                     |
| <b>MARCH</b>               |                                |   |                                     |
| 1                          | PAUSD                          | Prepare school bus/shuttle safety letter  | Encourage Alternatives              |
| 15                         | All                            | <i>City/School Traffic Safety Committee meeting</i>   | All 4 E's                           |
| 30                         |                                | Districtwide Minimum Day  |                                     |
| scheduled by indiv. school | CPA & PAUSD elementary schools | <b>Safe Moves K-2 pedestrian safety classes</b><br>(2100 students, 30 minutes each late March-early May; includes parent education) | Education                           |

| Date                      | Responsible Party              | Activity  | Category                                       |
|---------------------------|--------------------------------|---|--|
| <b>APRIL</b>              |                                |   |  |
| 2-6                       |                                | Spring Break  |  |
| tbd                       | PAUSD                          | School Bus sign ups   | Encourage Alternatives                         |
| 19                        | All                            | <i>City/School Traffic Safety Committee meeting</i>   | All 4 E's                                      |
| 4/19-5/17                 | PAUSD                          | <i>Star Testing "Window" -- specific dates vary by school</i>   |  |
| <b>MAY</b>                |                                |   |  |
| tbd                       | PAUSD                          | School Bus sign ups   | Encourage Alternatives                         |
| scheduled by indiv school | CPA & PAUSD elementary schools | <b>Fifth Grade Bike/Traffic Safety Refresher classes</b> (800 students, 12 elementary schools, May)                                       | Education<br>Encourage Alternatives            |
| 7                         | CPA                            | May Fete Parade (1st Saturday in May)   | Encourage Alternatives                         |
| 14-18                     | ALL                            | <b>Bike to Work/School/Way2Go Week</b> (mid-May)  | Encourage Alternatives                         |
| 17                        | All                            | <i>City/School Traffic Safety Committee meeting</i>   | All 4 E's                                      |
| tbd                       | PTA, School sites              | Hold Adult Crossing Guard recognition events  | Encourage Alternatives                         |
| mid to late May           | CPA Police                     | <b>Click It or Ticket seat belt enforcement</b>   | Enforcement                                    |
| tbd                       | CPA Police                     | <b>Operation Safe Passage -- enforcement campaign around school zones</b>   | Enforcement                                    |
| 23                        | PTA                            | PTA Council Leadership training (last Wed in May)   | All 4 E's                                      |
| 28                        |                                | School Holiday  |  |
| <b>JUNE</b>               |                                |   |  |
| 1                         |                                | Getting Ready for Middle School message goes home to 5th Grade parents in Friday folders  | Education<br>Encourage Alternatives            |
| 14                        |                                | <b>Last day of school</b>   |  |
| 20                        | PAUSD & PTA                    | Complete review of traffic safety and site circulation messages for School Handbooks  | Education                                      |
| 20                        | PTA & PAUSD                    | <i>Review/revise traffic safety messages, carpool guides, site maps and safe routes maps for Back to School packet</i>                    | Encourage Alternatives                         |
| 20                        | PTA & PAUSD Middle schools     | Set dates for fall "Bike to Middle School" events. Coordinate schedule w/ CPA Police (Susie Jones) and CPA Transportation (Kathy Durham). | Encourage Alternatives                         |
| 21                        | All                            | <i>City/School Traffic Safety Committee Meeting</i> (final meeting for year, 10-12)   | All 4 E's                                      |
| 25                        | PAUSD & CPA Police             | First day of Summer School (crossing guard locations, shuttle routes, safety & commute info for parents)                                  | Enforcement, Education, Encourage Alternatives |
| 25                        | CPA Police & Transportation    | Revise letter from Chief of Police and Traffic Safety Tips and forward to schools for Back to School packets or first newsletter home     | Education<br>Encourage Alternatives            |
| 25                        | PAUSD                          | PAUSD staff reviews school sites to determine summer maintenance priorities for safe bike, pedestrian and vehicle access and circulation  | Engineering                                    |