



SAFE ROUTES TO SCHOOL TASK FORCE MINUTES

Date: December 16, 2021

Time: 9:00-10:30 am

Introductions

- **Andre-Anne Cadieux** (Menlo Park SRTS Coordinator)
- **Ashley Guilliot** (current School Counselor at Laurel in Menlo Park City School District; starting in January will be Interim Assistant Principal at Laurel School)
- **Carol Parker** (Menlo Park Fire District - Public Education Officer)
- **Chana Stewart** (Assistant Principal at Oak Knoll School)
- **Chief Dave Norris** (Menlo Park Police Department)
- **Christy Peetz** (Encinal Elementary School SRTS Champion)
- **Corporal Steve Neumann** - Menlo Park Police Department
- **Ellen Kraska** (Laurel Elementary School Assistant Principal)
- **Emily Gudaitis** (Stanford Children's Health & Safe Kids)
- **Hanieh Houshmandi**, (Traffic Engineer, County of San Mateo Public Works)
- **Jasmine Law** (AmeriCorps Fellow with SMCOE)
- **Jen Wolosin** (Menlo Park City Council)
- **Katie Behroozi** (Menlo Park Complete Streets Commissioner, SRTS Subcommittee)
- **Meredith Bergin Bailey** (Laurel Elementary School PTO)
- **Michelle Heeseman** (Laurel School Upper Campus Parent)
- **Nicholas Yee** (City of Menlo Park, SRTS Project Manager)
- **Sergeant Chris Adair** (Menlo Park Police Department, Traffic Unit)
- **Sherman Hall** (Sacred Heart Schools)
- **Sonali Suratkar** (San Mateo County Health Policy and Planning)
- **Wilfin Morales** (Menlo Park City School District)

1) School Updates

- Laurel Elementary:
 - 2 bike rodeos organized for 3rd and 4th grades
 - ~220 students participated
 - 30 parent volunteers over the two days. SRTS parent champions coordinated with PE teachers and the school staff to reorganize the schedule for the two days to plan the bike rodeo.
 - SMCOE donated helmets and James Nelson from Menlo-Atherton High School bike club helped with bike donations.
 - Partnership with Facebook bike shop donated used and refurbished bikes to donated to students.
 - A third bike rodeo will be organized later this year for 5th graders.
 - Community school ride/field trip for 5th graders to be organized in the spring.

- The school administration is working with parent champions on a five-lesson bike curriculum. They would like the help of the Police Department to put together a short videoclip on traffic safety and rules of the road to be incorporated in the curriculum.
- Ellen Kraska is moving to Encinal in January. Ashley Guillot will be the Interim Assistant Principal.
- Oak Knoll Elementary:
 - 1 bike rodeo for 3rd grade organized with Safe Moves, mini city set up (1 full day, 30-minute segment). Funded with the San Mateo County Office of Education Safe Routes to School grant.
 - A parent champion surveyed the parents to know in advance which student needed a bike for the events and what was the level of comfort of their student on a bike before the bike rodeo. 11 bikes and helmets were donated by a bike shop.

2) Safe Routes to School Program Updates

See the meeting presentation for details.

- a) *Fall Events*
- b) *Program Evaluation*
- c) *Walk Audits*

3) School Champions

The Menlo Park SRTS Program developed a toolkit for schools and community members who would be interested in getting more involved in SRTS and plan events at their school.

See the meeting presentation for details.

4) Traffic and Safety Updates

- The Menlo Park Police Department got a grant of \$700,000 to educate drivers, bicyclists and pedestrians on traffic safety. In May, the focus will be on bicycle safety.
- Oak Knoll Ln: unfilled crossing guard position (filled by school staff). Near misses daily.
- Raise awareness among students and children on what to do in case of emergency, collisions and near-miss. Especially 5th, 6th and 7th grade students need to be educated on how to ride downtown, understood the real-life situations and be able to self-advocate when needed, e.g., when they get doored.
- The Readiness Checklist to let your Child Walk or Bike Alone
 - Important to educate children and students on what to do in case of a collision or other incidents. For more tips, check the following check lists:
 - Parents For Safe Routes: [Page 2 of this newsletter](#):
 - [Page 3 SMOE Toolkit](#):
- More children are involved in collisions and are not at fault. Need for driver education.
- Important to encourage your students and families to report near misses. It is the only way for the Police Department and the City to collect data. Near misses can be reported by emailing Sergeant Chris Adair: cadair@menlopark.org
- The Police Department is starting their Winter mobilization for DUY.

5) City Project Updates

See the meeting presentation for details.

- a) *Sharon Road Sidewalk Project*
- b) *Belle Haven Neighborhood Traffic Management Plan*
- c) *Garwood Way Left Turn Restrictions*
- d) *Willow Road resurfacing*

6) Announcements