

TO: Harald Luna | Associate Planner, Community Development | Planning Commission
City of Corona
VIA EMAIL: | harald.luna@coronaca.gov
FROM: Jayna Gaskell, Executive Director/Superintendent, Pivot Charter Schools
DATE: 08/21/19

Dear Mr. Luna,

I was forwarded two sets of follow up questions regarding the Pivot Charter School Riverside CUP from Bill Calleja. Below are the responses to those questions. I have also attached time lapse photos of the parking lot in front of our proposed location over several days during different hours of use for your and the Planning Commissioner's review. As you can see, there are rarely times during the day when the lot is impacted with cars, least of all during the times of our highest use.

Lastly, you should already have received the attached memo from our landlord accepting the traffic report from Urban Crossroads.

Responses to Questions Posed by Planning Division:

1. Mid-day (time from the City) student pick up numbers and timing. If they are students being picked up or dropped off, what those numbers are.

The maximum number of students being picked up mid-day for each grade level is 25-36 high school students and 18-24 middle school students between 12:00 and 12:30, and 11 elementary school students between 12:30 and 12:45.

In a given peak 15-minute period, a conservative estimate of approximately 25 vehicles arriving mid-day for student pick up activity represents worst case conditions. The process is estimated to take 3 minutes to 5 minutes, so a conservative estimate of 5 minutes per vehicle is used. Assuming parked time of 5 minutes per vehicle, approximately 9 parking spaces could be utilized at the same time.

2. Any mid-day staff that leaves, lunch etc. Will they just walk to lunch in the center?

Staff members typically do not leave the campus for lunch. They either order takeout from the local restaurants or they bring their own lunch.

3. What activities happen at the time?

During drop off and pick up times, there are no other activities that occur. All staff are required to be supervising drop off and pick up and have no other assigned responsibilities.

4. Anything else that would generate traffic in mid-day.

After the drop off and pick up of students who attend the supplemental site-based program, teachers are working with their other students who do not come to the site; the “virtual” students. Teachers are on their computers and phones contacting students via video conferencing and overseeing the work that is completed by individual students in the online systems.

Urban Crossroads report dated July 31, 2019

1. In the Trip Memo provided by Urban Crossroads dated July 31, 2019, TABLE 1: Project Net Change in Trip Generation needs to be updated to include a Mid-Day Peak Hour Analysis that reflects the Pivot School end of day pick-up time of 12:00 PM to 12:45 PM. Additionally, provide detailed explanation for the Mid-Day Peak Hour Analysis in the report.

See above.

2. Based on the proposed recommendations shown in Exhibits 1-5: Staff parking (Exhibit 1), Student Pick-up/Drop-off (Exhibit 2), Visitor Parking (Exhibit 3), Student Parking (Exhibit 4), and On-site Recommendations (Exhibit 5), has the information been presented and approved by the property management company? Please provide a letter by the property management company stating that they accept/approve the proposed designated parking recommendations. How are you going to implement the recommendations as stated in the report? Will there be signage for the reservation of the parking spaces as illustrated in the exhibits?

Pivot provides an extensive orientation for all parents even if they enroll mid year through the school year. Parents will be trained on the drop off and pick up procedure during that time. The displays and a walk through of the recommendations in the report will be reviewed with them at that time. Additionally, all of this type of information is already in the parent and student handbook and will be updated and sent out to parents via Parent Square when we change facilities. Parents receive the handbook annually and as major changes are made. There will also be an all school meeting when we move as there are many things that will change in a new site. The report and all of the policies and procedures for parking and their responsibilities will all be reviewed at that time.

Most importantly, we currently have staff overseeing all aspects of the drop off and pick up. This will continue to occur. Staff can direct traffic. They will be able to re-direct parents who do not follow protocol. If a parent or guardian consistently disobeys the process and procedures, an administrative meeting will be held. Parents can be prohibited from dropping off students at a public school if their behavior violates procedures or can be considered unsafe for students.

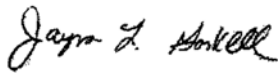
Staff are aware that ongoing violations of school procedures (like being asked to park in designated areas) can result in termination of their employment.

3. Pivot Charter School Riverside On-Site Attendance: Please indicate how the attendance numbers are being represented (monthly, weekly, or daily) for each school year provided. Additionally, are the attendance numbers actual numbers or averages?

These attendance numbers represent the average number of students who came to the site, by grade level, for each month (specified in the table) in the years specified on the tables so that your commission can see several years' worth of data. Students are required to sign in every day. The school tracks their coming to the site in a data base. The school can supply daily numbers, but for simplicity sake the maximum has been utilized by Urban Crossroads in the above trip generation estimates. This is not the "attendance" that generates our public school's funding, called ADA. It is merely the average number of students that come to the supplemental site-based program at our resource center.

I would be happy to supply any additional information you may need. Thank you for your assistance.

Sincerely,

A handwritten signature in black ink that reads "Jayna Gaskell". The signature is written in a cursive, flowing style.

Jayna Gaskell
Executive Director / Superintendent
jgaskell@pivotcharter.org
530-906-0658

Monday 12 00 PM 1



Monday 12 00 PM 2



Thursday 12 30 PM 1



Thursday 12 30 PM 2



Tuesday, 1215 PM 1



Tuesday, 1215 PM 2



Teacher parking behind burlingtons

