

LOCATION MAP



No scale

BACKGROUND

In April 1989, the Planning Commission granted site and architectural approval for the development of an 11,965 square foot commercial building and associated site improvements. In August 1995, the Planning Commission granted approval of Conditional Use Permit No. UP 1287 that allowed an Indian Restaurant with beer and wine sales to operate. Currently, the suite is vacant.

On March 20, 2009, Leilani Camera and Michelle Ohye with Achieving Star Academy submitted an application for a Conditional Use Permit and Site Development Permit Amendment permit to locate a 3,200 square foot child care facility in an existing commercial tenant space and to permit various site improvements including a 3,000 square foot outdoor play area consisting of a rubberized play surface, sand box, seating areas, new fencing, and relocation of the trash enclosure. The application is submitted pursuant to the Milpitas Municipal Codes (MMC) XI-10-5.02-1 (Child Care Center), XI10-57.03 (Site Development Permit), and XI-57-04 (Conditional Use Permit for Planning Commission review and approval).

PROJECT DESCRIPTION

The project site is situated on a 1.18-acre parcel that is developed with an 11,965 square foot single story commercial building. The project site is located on South Abbott Avenue at the southeast quadrant of the Interstate 880 (I-880) and West Calaveras Blvd. off-ramp exit. The site is zoned General Commercial with a Site and Architectural Overlay (C2-S). Neighboring land uses include commercial buildings and retail uses to the north and east, light industrial and professional offices to the south, and Marie Calendar’s Restaurant and I-880 to the immediate west. A vicinity map of the project site is shown on the previous page.

The project proposes to convert an existing vacant restaurant space into a 3,200 square foot child care center that will accommodate sixty children. The proposed child care center will operate from 6:30 AM to 7:00 PM Monday through Friday. The applicant is proposing various site improvements that include restriping of parking spaces, the relocation of an existing trash enclosure, and construction of a 3,000 square foot outdoor play area that is enclosed with a new decorative wrought iron fence. In addition, the applicant proposes a new 4-foot wide pedestrian walkway over the main driveway entrance.

Development Standards

Table 1
C2 Development Standards

	Zoning Ordinance	Proposed
<u>Setbacks</u> (Minimum)		
Front to Primary Structure	None	20’
Interior Sides	15’ min	50’/45’
Rear	15’ min.	68’
<u>Lot Area</u> (Maximum)	10,000 s.f.	51,401 s.f.

	Zoning Ordinance	Proposed
<u>Floor Area Ratio</u> (Maximum)	50%	23%
<u>Building Height</u> (Maximum)	None	18'
<u>Parking</u> (Minimum) discussed further Parking Section below.	49	67

Access, Circulation, and Parking

Access to the project site is provided by two driveways that are located along South Abbott Avenue that provides right turn-in and right/left turn-out movements. The central driveway is the main access driveway that is shared between the project site and Marie Calendar's Restaurant located on the separate and adjacent parcel to the west. Internal circulation is provided by 25-foot drive aisles on the west and north side of the building and tapers to a 22-foot wide drive aisle on the east side of the building. Pedestrian access is provided by a public sidewalk located along the Abbott Street frontage. Currently there are no internal pedestrian walkways.

To accommodate the proposed child care facility, the applicant proposes minor site modifications that include closing the east driveway, relocating the existing trash enclosure from east property line to the north property line, and installing a 6-foot tall metal fence enclosure to allow for the operations of a 3,000 outdoor play area as well as a new 4-foot walk pedestrian pathway that would transverse the central driveway that would provide a designated walkway between the project site and Marie Calendar's Restaurant.

The applicant submitted an assessment of the access, circulation and parking that was prepared by Kimley-Horn and Associates dated June 22, 2009. The purpose of the assessment was to evaluate the anticipated trip generation for the project, site access, circulation, and parking.

The assessment concluded that the proposed child care center would add approximately, 51 AM peak trips and 54 PM. Peak AM period is generally between 6:00 AM to 10:00AM and peak PM period is usually between 4:00PM to 7:00PM. The peak AM and PM trips for the project are below the threshold for a full traffic impact analysis. Based on the assumed trip distribution, new vehicle trips generated from the proposed child care facility were assigned to the project driveways and the nearby Calaveras Blvd and S. Abbott Ave intersection. The proposed project will have a nominal effect and will not cause the intersection to fall below acceptable levels of traffic operations. The Calaveras Blvd. and S. Abbott Ave. intersection will continue to operate at an acceptable Level of Service (LOS) level C (level A is considered free flowing, while level E is considered gridlock). The closure of the east driveway will not create any operational deficiencies in that AM volumes are significantly lower because other uses are not operating or operating at less than peak levels. The impact during the PM Peak would be less than significant because the arrival and departure occur at roughly at the same frequency. In addition, vehicle queuing at the central driveway is less than one vehicle at a time. With the proposed project, the central driveway will operate at an LOS A.

The traffic assessment recommends the following to ensure safe and efficient circulation:

1. Parents should be directed to park only in designated parking areas when dropping off and picking up children.

2. Parents should be directed to enter the site at the central drive and exit the west driveway.
3. The proposed child care center should prepare and distribute to each parent instructions on dropping off and picking up procedures.

Staff recommends as a condition of approval that the applicant shall incorporate the Traffic Assessment recommendations noted above.

The parking lot area provides sixty-seven 90-degree parking spaces. The project complies with the Milpitas Parking Ordinance requirement and is summarized in the Table 2:

Table 2
Parking Summary

Existing and Proposed Uses	Parking Ratio	Square footage/Persons	Parking Provided
Alliance Medical (Medical Office)	1/225 GFA	4,465	20
Little Gyms (Indoor Recreation)	1/150 S.F. of use	4,300	29
<i>Child Care Center</i>		3,200	15
<i>Classroom</i>	1/500 GFA	2,721	5
<i>Office and Lobby</i>	1/200 GFA	479	2
<i>Loading and Unloading</i>	1 per 6 children; up to 5 spaces and thereafter 1 per 10 children	60	8
Total Number of Spaces Required			64
Total Number of Spaces Provided			67

Loading and Unloading Operations

Based on the parking requirements for the proposed child care center, the use requires eight parking spaces for loading and unloading. As proposed, there are four parking spaces designated in the parking area in front of the main entrance and another four located on the adjacent lot. Staff is concerned with the four off-site loading and unloading spaces because it requires crossing the central driveway and has a greater potential for conflicts with vehicles entering or exiting the site.

Alternatives include loading and unloading on South Abbott and opening the proposed gate on the eastern drive during loading and unloading periods. The South Abbott alternative is infeasible because there are restrictions to parking on the street. The opening of the gates would be a safe alternative and would encourage parents to use parking spaces at the rear of the building, which would otherwise be underutilized. This will also encourage parents to loop around Marie Calendars and exit the west driveway as suggested by the traffic study.

Staff recommends as a condition of approval that prior to building permit issuance, the applicant shall show revised plans to show loading and unloading operations that accommodates a minimum of four parking spaces at the rear parking area and shall provide detailed operating procedures for the pick up and drop off operations. It is expected that the operating procedures include the process of manually or

mechanically opening of the gates, a description of the check in process, and the use of traffic safety equipment or signs to warn motorists of driveway closures and caution signs when the gates are open.

Outdoor Play Area

Fencing

State Law requires 75 square feet of outdoor play area per child for child care facilities. The outdoor play area is proposed at the rear of the building and improved with a new rubberized play surface, sand box and bench seating, an artificial grass area with 10-foot tall defused shade. The outdoor play area will be enclosed with wrought iron fencing along the street frontage and a 6-foot tall wooden fence on the side and rear of the outdoor play area. As such, *staff recommends* as a condition of the applicant submit details and elevations of the 6-foot wood fence material that shall be decorative and/or include some type of ornamentation.

Maintenance of Play Area

Since the outdoor play consists of mainly artificial surfaces, staff recommends as a condition of approval that the applicant establish standard operating procedure for the cleaning and maintenance of the artificial grass area and sand lot areas. Procedures shall include but limited to a nightly spray down of the artificial grass area to wash away any debris or bodily fluids, providing a cover for the sand box to prevent contamination from animal waste, and a maintenance schedule for the upkeep of the rubber play surface. A copy of the standard operating procedures and maintenance schedule shall be submitted to the Planning Division for review and approval prior to business license issuance.

Easements

The applicant originally proposed play equipment structure. However, there is a public utility easement that includes an existing 48” storm drain line along the east driveway. No permanent structure is allowed within City easement. Staff recommends as a condition of approval that prior to any building permit issuance applicant shall enter into an encroachment permit agreement for the installation of the proposed improvements within the City easement. Prior to start of any work an encroachment permit is required. Furthermore, the applicant shall demonstrate that proposed improvements and related foundation work do not impact the existing City facilities, including but not limited to the existing 48” storm drain line prior to building permit issuance. No permanent structure is allowed within City easement. In the event of maintenance or repair of utilities within the east, the city shall not be responsible for damages or losses to applicant’s structures and improvements.

Solid Waste

The project includes the relocation of the existing trash enclosure located along the east property line to the north end of the parcel near the central driveway aisle. The relocated trash facility results in no net loss of parking. *Staff recommends* as a condition of approval, that prior to building permit issuance the applicant shall submit details and elevations of the new trash enclosure and demonstrate compliance with the development standards for trash enclosures and that the trash enclosure is architecturally compatible with the building on the site.

Floor Plan

The project proposes an open floor plan that consists of a 2,721 square foot classroom area, approximately 479 square feet of lobby and office administration area, a 262 square foot multi-purpose area, kitchenette area, and the remainder of the space will be used for restroom facilities and storage space.

ADOPTED PLANS AND ORDINANCES CONSISTENCY

General Plan

The table below outlines the project’s consistency with applicable General Plan Guiding Principles and Implementing Policies:

Table 3
General Plan Consistency

Policy	Consistency Finding
<p><i>2.a-I-6</i> <i>Publicize the position of Milpitas as a place to carry on compatible Industrial and Commercial activities with special emphasis directed the advantages of the City’s location to both industrial and commercial use.</i></p>	<p>Consistent. The project would serve local residents as well as support employment centers in the nearby commercial and industrial areas by providing quality child care.</p>
<p><i>2.aI-7</i> <i>Provide opportunities to expand employment opportunities in partnerships with local businesses to facilitate communication, and promote business retention</i></p>	<p>Consistent. The project would provide employment opportunities and revitalization of the commercial center by replacing a vacancy with a use that would be complementary to existing restaurant, office, and recreational uses within the center.</p>

Milpitas Child Care Master Plan

The table below outlines the project’s consistency with the goals and implementation policies of the Milpitas Child Care Master Plan dated April 2, 2002.

Table 4
Milpitas Child Care Master Plan Consistency

Policy	Consistency Finding
<p><i>Long Range Goal:</i> <i>Every child and family has access to affordable, safe, quality child care</i></p>	<p>Consistent. The project proposal is a 3,000 square foot child care facility that accommodates 60 children that serves surrounding high density residential development in the Midtown and new residential development on the west side of I-880.</p>
<p><i>Accessibility Policy 2.2-G-I:</i></p>	<p>Consistent. The project proposes a new child</p>

<p><i>The City of Milpitas promotes the retention of existing facilities and the development of new child care facilities within the city limits.</i></p>	<p>care facility within the city limits.</p>
<p>Accessibility Policy 2.2-I-3: <i>The City of Milpitas encourages existing and new facilities to offer a variety of child care types in order to meet specific needs.</i></p>	<p>Consistent. The proposed facility targets toddler and preschool age groups. Staff recommends as a condition of approval that the Child Care Coordinator shall actively work with the Child Care Operator to consider additional types of care that can serve unmet needs within the community.</p>

Midtown Specific Plan

The table below outlines the project’s consistency with the goals and implementation policies of the Milpitas Midtown Specific Plan.

Table 5
Milpitas Midtown Specific Plan Consistency

Policy	Consistency Finding
<p>Childcare Policy No. 3.22: <i>Encourage the provision of childcare services to support demand generated by Employees and residents in the Midtown Area.</i></p>	<p>Consistent. The proposed child care center would accommodate 60 children and would serves surrounding high density residential development in the Midtown Area and employment centers along I-880.</p>
<p>Midtown Design Guidelines: <i>All material used should be of high quality and should convey a sense of durability and permanence.</i></p>	<p>Consistent. The proposed decorative wrought iron fencing and landscaping will provides for an aesthetic street frontage. The wood fencing on the side and rear is durable and provides suitable screening and protection of the outdoor play area.</p>

Zoning Ordinance

The proposed child care center conforms to the Milpitas Zoning Ordinance in that the use conditionally permitted use in the General Commercial Zoning district and complies with the development standards and parking requirements. The project would provide for an aesthetic and harmonious development in that utilizes quality materials for the proposed fencing. The outdoor play area would not detract from the development in that it will be buffered with landscape.

The proposed use will not be detrimental or injurious to property, improvements, public health, safety and general welfare in that the use will not create a negative impact in terms of parking and site circulation. The on-site parking satisfies the required number of parking for all of the uses of the building. As proposed, the closure of the east driveway will not create a public and safety concern considering there will be access gates that allow for the use of the fire lane in the event of an emergency while also providing a safe and secure play area for the children.

ENVIRONMENTAL REVIEW

The Planning Division conducted an initial environmental assessment of the project in accordance with the California Environmental Quality Act (CEQA). Staff determined that the project is categorically exempt from further environmental review pursuant to Class 1, Section 15301 (Existing Facilities), Class 3, Section 15303 (New Construction and Location of Small Appurtenant Structures and Facilities), Class 4, Section 15304 (Minor Alterations to Land), and Class 11, Section 15311 (Accessory Structures) in that the project proposes to operate a child care center within an existing commercial building and entails minor installation of small structures in the outdoor play area consisting of fencing, artificial play surfaces, sand box, and landscaping.

PUBLIC COMMENT/OUTREACH

Staff publicly noticed the application in accordance with City and State law. As of the time of writing this report, there have been no inquiries from the public.

CONCLUSION

The project is consistent with the Milpitas General Plan and Zoning Ordinance and will provide a service that would benefit the existing and future residential development and nearby employment centers.

RECOMMENDATION

STAFF RECOMMENDS THAT the Planning Commission adopt Resolution No. 09-042 approving Conditional Use Permit No. UP09-0006 and Site Development Permit Amendment No. SA09-0015, Achieving Star Academy, subject to the attached Conditions of Approval.

Attachments:

- A. Resolution No. 09-042
Plans

RESOLUTION NO. 09-042

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MILPITAS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT NO. UP09-0006 AND SITE DEVELOPMENT PERMIT AMENDMENT NO. SA09-0015, ACHIEVING STAR ACADEMY TO ALLOW FOR 3,200 CHILDCARE CENTER AND ASSOCIATED SITE IMPROVEMENTS LOCATED AT 301 S. ABBOTT AVENUE.

WHEREAS, on, March 20, 2009, an application was submitted by Leilani Camera and Michelle Ohye with Achieving Star Academy to allow for the operations of a 3,200 square foot child care facility in an existing commercial tenant space and to permit various site improvements including a 3,000 square foot outdoor play area consisting of a rubberized play surface, sand box, seating areas, new fencing, and relocation of the trash enclosure at 301 S. Abbott Avenue (APN 86-06-013). The property is located within the General Commercial Zoning District ; and

WHEREAS, the Planning Division completed an environmental assessment for the project in accordance with the California Environmental Quality Act (CEQA), and recommends that the Planning Commission determine this project is categorically exempt from further environmental review pursuant to Class 1, Section 15301 (Operation or Minor Alteration of Existing Facilities), Class 3, Section 15303 (New Construction and Location of Small Appurtenant Structures and Facilities), Class 4, Section 15304 (Minor Alterations to Land), and Class 11, Section 15311 (Accessory Structures).

WHEREAS, on September 9, 2009, the Planning Commission held a duly noticed public hearing on the subject application, and considered evidence presented by City staff, the applicant, and other interested parties.

NOW THEREFORE, the Planning Commission of the City of Milpitas hereby finds, determines and resolves as follows:

Section 1: The recitals set forth above are true and correct and incorporated herein by reference.

Section 2: The project is categorically exempt from further environmental review pursuant to Class 1, Section 15301 (Operation or Minor Alteration of Existing Facilities), Class 3, Section 15303 (New Construction and Location of Small Appurtenant Structures and Facilities), Class 4, Section 15304 (Minor Alterations to Land), and Class 11, Section 15311 (Accessory Structures) in that the project consists of the operation of a child care center in an existing building that will require only limited remodeling and the construction of minor facilities and structures such as a small outdoor play area and a trash enclosure.

Section 3: The project is consistent with the Milpitas General Plan in that it would serve local residents and nearby job centers. The project would also provide new employment opportunities and revitalize the commercial center by replacing a vacancy with a use that would be complementary to existing restaurant, office, and recreational uses within the center.

Section 4: The project is consistent with the policies of the Milpitas Midtown Specific Plan in that it provides child care services that would serve surrounding high density residential development within the Midtown Area.

Section 5: The project is consistent with the Milpitas Childcare Master Plan in that the project enables the development of new child care facility within the city limits and helps close the gap between the supply of quality care facilities in Milpitas and demand for services.

Section 6: The project conforms to the Milpitas Zoning in that the proposed child care center is conditionally permitted in the General Commercial Zoning District. The project complies with the development standards in terms of setbacks, height, and is able to satisfy parking requirements with on-site parking.

Section 7: The project will not be injurious or detrimental to property, improvements or to public health and safety in that the traffic assessment determine the use would not create a negative impact to level of service at the Calaveras and Abbott intersection or affect the (Level of Service) LOS level for the operations of the central driveway. As conditioned, the project will be required to establish operating procedures for the maintenance of the outdoor play area to ensure a safe environment for the children and for safe and orderly pick up and drop off of children.

Section 8: The Planning Commission of the City of Milpitas hereby approves Conditional Use Permit No. UP09-0006 and Site Development Permit Amendment No. SA09-0015, Achieving Star Academy, subject to the above Findings, and Conditions of Approval attached hereto as Exhibit 1.

PASSED AND ADOPTED at a regular meeting of the Planning Commission of the City of Milpitas on September 9, 2009

Chair

TO WIT:

I HEREBY CERTIFY that the following resolution was duly adopted at a regular meeting of the Planning Commission of the City of Milpitas on September 9, 2009, and carried by the following roll call vote:

COMMISSIONER	AYES	NOES	ABSENT	ABSTAIN
Cliff Williams				
Aslam Ali				

COMMISSIONER	AYES	NOES	ABSENT	ABSTAIN
Lawrence Ciardella				
Alexander Galang				
Sudhir Mandal				
Gurdev Sandhu				
Noella Tabladillo				
Mark Tiernan				

EXHIBIT 1

**CONDITIONS OF APPROVAL
CONDITIONAL USE PERMIT NO UP09-0006 AND SITE DEVELOPMENT PERMIT
NO SA09-0015, ACHIEVING STAR ACADEMY**

General

1. The owner or designee shall develop the approved project in conformance with the approved plans and color and materials sample boards approved by the Planning Commission on September 9, 2009, in accordance with these Conditions of Approval.

Any deviation from the approved site plan, floor plans, elevations, materials, colors, landscape plan, or other approved submittal shall require that, prior to the issuance of building permits, the owner or designee shall submit modified plans and any other applicable materials as required by the City for review and obtain the approval of the Planning Director or Designee. If the Planning Director or designee determines that the deviation is significant, the owner or designee shall be required to apply for review and obtain approval of the Planning Commission, in accordance with the Zoning Ordinance.

2. Conditional Use Permit No. UP09-0006 and Site Development Permit Amendment No. SA09-0015 shall become null and void if the project is not commenced within 18 months from the date of approval. Pursuant to Section 64.06(2) of the Zoning Ordinance of the City of Milpitas. If the project requires the issuance of a building permit, the project shall be deemed to have commenced when the date of the building permit is issued and/or a foundation is completed, if a foundation is a part of the project. If the project does not require the issuance of a building permit, the project shall be deemed to have commenced when dedication of any land or easement is required or complies with all legal requirements necessary to commence the use, or obtains an occupancy permit, whichever is sooner.

Pursuant to Section 64.06(1), the owner or designee shall have the right to request an extension of UP09-0006 and SA09-0015 if said request is made, filed and approved by the Planning Commission prior to expiration dates set forth herein.

3. The project shall be operated in accordance with all local, state and federal regulations.
4. Private Job Account - If at the time of application for building permit there is a project job account balance due to the City for recovery of review fees, the review of permits will not be initiated until the balance is paid in full and there is at least 25% of the initial account balance maintained.

Conditional Use Permit

5. Approved hours of operation is between the hours of 6:00AM to 7:00PM, Monday through Friday.

6. To ensure safe and orderly pick up and drop off of small children, the child care operator shall incorporate the following measures:
 - a. Parents should be directed to park only in designated parking areas when dropping off and picking up children.
 - b. Parents should be directed to enter the site at the central drive and exit the west driveway.
 - c. The proposed child care center should prepare and distribute to each parent instructions on dropping off and pick up procedures.
7. Prior to building permit issuance, the applicant shall show revised plans showing loading and unloading operations that accommodates a minimum of four parking spaces at the rear parking area and shall provide detailed operating procedures for the pick up and drop off operations that include but are not limited to manual or mechanical opening of the gates, description of the check in process, and the use of traffic safety equipment or signs to warn motorists of driveway closure and caution signs when the gates are open.
8. The applicant shall establish standard operating procedures for the cleaning and maintenance of the artificial grass area and sand lot area. Procedures shall include but limited to a nightly spray down of the artificial grass area to wash away any debris or bodily fluids, providing a cover for the sand box to prevent contamination from animal waste, and a maintenance schedule for the upkeep of the rubber play surface. A copy of the standard operating procedures and maintenance schedule shall be submitted to the Planning Division for review and approval prior to business license issuance.
9. The Child Care Operator shall work with city staff to consider additional types of child care that can serve unmet needs within the community.

Site Development Permit

10. The applicant shall submit details and elevations of the 6-foot wood fence material that shall include a decorative element.
11. Prior to building permit issuance the applicant shall submit details and elevations of the new trash enclosure and demonstrate compliance with the development standards for trash enclosures and that the trash enclosure is architecturally compatible with the building on the site.
12. Applicant shall submit a detail landscaping plan to ensure landscaping consist of non-toxic plant materials.
13. All existing on-site public utilities shall be protected in place and if necessary relocated as approved by the City Engineer. No permanent structure is permitted within City easements

and no trees or deep rooted shrubs are permitted within City utility easements, where the easement is located within landscape areas.

12. Prior to any building permit issuance applicant shall enter into an encroachment permit agreement for the installation of the proposed improvements within the City easement, and prior to start of any work an encroachment permit is required.
13. Prior to building permit issuance, developer shall demonstrate that proposed improvements and related foundation work do not impact the existing City facilities, including but not limited to the existing 48” storm drain line. No permanent structure is allowed within City easement. In the event of maintenance or repair of utilities within the east, the city shall not be responsible for damages or losses to applicant’s structures and improvements.
14. The design of this project shall include adequate Best Management Practices (BMPs) to eliminate pollutant from entering the offsite drainage systems.
15. Prior to occupancy permit issuance, applicant/property owner shall construct a new trash enclosure to accommodate the required number of bins needed to serve this center. The proposed enclosure shall be designed per the Development Guidelines for Solid Waste Services and enclosure drains must discharge to sanitary sewer line. City review/approval is required prior to construction of the enclosure.

GENERAL INFORMATION:		GENERAL NOTES:		REVISIONS	BY		
<p>BUILDING ADDRESS:</p> <p>301 SOUTH ABBOTT AVE MILPITAS, CA 95035</p> <p>APN: 086-06-013 ZONED: COMMERCIAL E) USE: RETAIL PROPOSED: DAYCARE</p> <p>BUILDING OWNERS:</p> <p>SAMI LLC - IKE GULESSERIAN 1933 DAVIS ST., SUITE 102 SAN LEANDRO, CA 94577 (510) 615-4780</p> <p>APPLICANTS:</p> <p>ACHIEVING STARS ACADEMEY MICHELLE OYE, LEILANI CAMERA, ISABEL SOUSA 2255 SHOWERS DRIVE, #353 MOUNTAIN VIEW, CA 94040 (415) 793-2775</p>		<p>BUILDING AND SAFETY NOTES:</p> <ol style="list-style-type: none"> 1) CLASSROOMS FOR PRE K GRADES SHALL BE PROVIDED WITH TWO EXITS PER SEC. 1016.1 WHEN OCCUPANT LOAD EXCEEDS 10 BASED ON 35 S.F. / OCCUPANT AS PER SEC. 1004.1.1. AND TABLE 104.1.1 2) PER ACHIEVING ACADEMY GUIDELINES, MINIMUM AGE OF ANY STUDENT REGISTERED AND SERVED IN THE CHILDCARE FACILITY SHALL NOT BE LESS THAN 2 1/2 YEARS OF AGE. 3) MULTIPURPOSE ROOM OCCUPANT LOAD IS 282 S.F. / 15 S.F. PER PERSON = OCCUPANT LOAD OF 18 PERSONS. DOES NOT EXCEED 49; AND THEREFORE IS NOT AN A-3 OCCUPANCY PER SEC. 303.1. 4) BUILDING SHALL COMPLY WITH SEC. 442.1 OF THE 2007 CBC; AND THE TRAVEL DISTANCE SHALL COMPLY WITH SEC.1002.1. OF THE 2007 CBC; THE SEPARATION REQUIRED BETWEEN OCCUPANCIES SHALL BE PER SEC. 508. OF THE C.B.C. 2007; FENCED AREAS AND GATES TO BE PER SEC. 442.5 OF 2007 C.B.C. 5) ALL RESTROOM PLUMBING SHALL COMPLY WITH TABLE 4-1, C.P.C. 2007 <p>GENERAL ENGINEERING NOTES:</p> <ol style="list-style-type: none"> 1) RELOCATED SOLID WASTE RECEPTICAL SERVING THE BUILDING SHALL BE RELOCATED. SEE SITE PLAN FOR NEW LOCATION AND REFERENCE TRAFFIC ANALYSIS FOR CIRCULATION REQUIREMENTS PER REPORT. 2) NEW ENCLOSURE MUST BE REVIEWED AND APPROVED BY THE CITY AND THE ENCLOSURE MUST BE BUILT PER CITY OF MILPITAS SOLID WASTE GUIDELINES. 3) THERE IS AN EXISTING 36" STORM DRAIN AND PUBLIC SERVICE UTILITY EASEMENT ALONG THE EASTERLY PROPERTY LINE. AN ENCROACHMENT PERMIT IS REQUIRED FOR ANY WORK WITHIN THESE EASEMENTS AND NO PERMANENT STRUCTURES WILL BE ALLOWED WITHIN CITY EASEMENTS OR RIGHT OF WAYS. 		<p>ACCESSIBILITY:</p> <ol style="list-style-type: none"> 1. PEOPLE WITH DISABILITIES ACCESSIBLE PARKING SHALL BE PROVIDED AS PER 2007 CBC, SEC. 1129B.1. 2. ACCESSIBLE PARKING SPACES SHALL BE DISPERSED AND LOCATED CLOSEST TO THE ACCESSIBLE ENTRANCES. ONE IN EVERY EIGHT ACCESSIBLE PARKING SPACES, BUT NOT LESS THAN ONE PARKING SPACE SHALL BE ACCESSIBLE AS PER SEC. 1129B.3. 3. ACCESSIBILITY SIGNS SHALL BE PROVIDED AT EVERY PRIMARY PUBLIC ENTRANCE, AT EVERY MAJOR JUNCTION ALONG OR LEADING TO AN ACCESSIBLE ROUTE OF TRAVEL AND AT BUILDING ENTRANCES THAT ARE ACCESSIBLE AS PER 2007 CBC, SECTION 1127B.3. 4. ALL PRIMARY ENTRANCES AND REQUIRED EXIT DOORS SHALL BE ACCESSIBLE TO PEOPLE WITH DISABILITIES AS PER 2007 CBC, SEC.1114.B.1.3. 5. SANITARY FACILITIES SHALL BE FULLY ACCESSIBLE TO PEOPLE WITH DISABILITIES AS PER 2007 CBC, SECTION 1116B. 6. CHILDREN'S RESTROOMS SHALL COMPLY WITH 2007 CBC SEC. 1116B.1.2. 7. PROVIDE MANEUVERING CLEARANCES AT DOORS AS PER 2007 CBC, SEC. 1135B.2.4.2. <p>FIRE PREVENTION NOTES:</p> <ol style="list-style-type: none"> 1) INTERNATIONAL FIRE CODE, APPENDIX 1, SEC. 102.3 SHALL APPLY TO ANY OCCUPANCY CHANGE 2) (E) FIRE ALARM SHALL BE UPDATED TO CONFORM WITH C.F.C. SEC. 72.3 FOR E OCCUPANCIES 3) A FIRE ALARM WILL BE REQUIRED FOR THE ENTIRE BUILDING WHEN TENANTS ARE NOT SEPARATED BY A RATED FIRE WALL THAT COMPLES WITH SEC. 705 OF 2007 C.B.C. 4) EXIT DISCHARGE TO THE PUBLIC WAY SHALL CONFORM TO SEC. 442 OF THE C.F.C. 5) EXIT GATES AT THE PLAY AREA FOR EMERGENCY VEHICLE ACCESS SHALL NOT BE LESS THAN 20' IN WIDTH 6) THE SAFE DISPERSAL AREA IS PER MILPITAS FIRE DEPARTMENT STANDARDS & MILPITAS BUILDING AND SAFETY STANDARDS & C.B.C. 2007. ADDITIONAL DISPERSAL INFORMATION SHALL BE ELSEWHERE NOTED ON SITE PLANS. SUCH REQUIRED SAFE DISPERSAL AREAS SHALL NOT BE LOCATED LESS THAN 50' FROM THE SCHOOL BUILDING. 		05/30/09	HDC
				07/25/09	HDC		
VICINITY MAP		ADJOINING OCCUPANCIES		SCOPE OF WORK			
		<p>ALLOWABLE AREA ANALYSIS</p> <p>MARIE CALANDAR RESTAURANT OCCUPANCY TYPE B TYPE OF CONSTRUCTION V DINING AREA 4263 / 86 OCC LOAD KITCHEN AREA 4000 /200 OCC LOAD</p> <p>MEDICAL ALLIANCE OCCUPANCY TYPE B TYPE OF CONSTRUCTION V 4465/100 OCC LOAD 44.65 4465/1 SPACE PER 225 S.F</p> <p>LITTLE GYM OCCUPANCY TYPE B TYPE OF CONSTRUCTION V 4300/50= 86 OCC LOAD</p> <p>ACHIEVING STARS OCCUPANCY TYPE E TYPE OF CONSTRUCTION V 3200/35 = 91.4 OCC LOAD</p>		<p>-OBTAIN A CONDITIONAL USE PERMIT FOR THE OPERATION OF A PRESCHOOL WITH UP TO 60 STUDENTS. HOURS OF OPERATION 6:00 A.M. - 7:00 P.M. MON.-FRI.</p> <p>-RELOCATE 2 HANDICAPPED PARKING SPACES TO THE END LOCATION IN THE SHOPPING CENTER THAT IS CURRENTLY CONDUCTING SERVICES IN ORTHOPEDICS. UPDATING AND FURTHER IMPROVING ACCESSIBILITY BY MODERNIZING SPACES TO CURRENT STANDARDS. RESTRIPE AND ALLOCATE 2 REMAINING ACCESSIBLE SPACES TO DISTRIBUTE MORE EVENLY TO THE REMAINING ENTRANCES</p> <p>-PROVIDE 4 DEDICATED SPACES DIRECTLY IN FRONT OF THE PRESCHOOL ENTRANCE FOR DROP-OFF AND PICK-UP, TO PROVIDE SAFE PASSAGE FOR CHILDREN AND THEIR PARENTS WHO WILL UTILIZE THE FACILITY.</p> <p>-PROVIDE A 4' WIDE STRIPED PEDISTRIAN WALKWAY TO AN ADDITIONAL 4 LOAD/UNLOAD SPACES FOR FACILITY USE.</p> <p>-REMODEL AND IMPROVE THE CURRENT SPACE BY ADDING: +APPROPRIATE RESTROOM ACCOMODATIONS AS INDICATED ON PROPOSED FLOOR PLAN +OPEN FLOOR PLAN WITH MINIMAL DEMISING WALL CONSTRUCTION, PROVIDING CLASSROOM AREAS, MULTI-PURPOSE EAT-IN AND INDOOR ACTIVITY CENTER, KITCHENETTE, OFFICE AND LOBBY. +MAKE USE OF EXISTING MECHANICAL HEATING-COOLING AND VENTILATION SYSTEM +MAKE USE OF EXISTING DROP-CEILING +MAKE USE OF EXISTING UNMODIFIED A.F.S.</p>		<p>Hammond Design Group 36532 Olive Street Newark, CA 94560 (510) 745-7983</p> <p>JAMES M. LEMOINE ARCHITECT 535 PIERCE ST. #3105 ALBANY, CA 94706 (510) 527-7511</p> <p>ACHIEVING STARS ACADEMY TENANT IMPROVEMENT 301 SO. ABBOTT AVE. MILPITAS, CA</p>	
SCHEDULE OF DRAWINGS		BUILDING DATA		CODES			
A0	TITLE PAGE - CODES - ZONING	OCCUPANCY: E		<p>2007 CALIFORNIA BUILDING CODE (BASED ON THE 2006 INT'L BLD'G CODE)</p> <p>2007 CALIFORNIA PLUMBING CODE (BASED ON 2006 UNIFORM PLUMBING CODE)</p> <p>2007 CALIFORNIA MECHANICAL CODE (BASED ON THE 2006 UNIFORM MECH. CODE)</p> <p>2007 CALIFORNIA ELECTRICAL CODE (BASED ON 2004 NATIONAL ELECTRICAL CODE)</p> <p>2005 CALIFORNIA ENERGY CODE (SOMETIMES REFERENCED AS TITLE-24)</p> <p>2007 CALIFORNIA FIRE CODE (BASED ON THE 2006 INT'L FIRE CODE)</p> <p>ALL OTHER CITY OF MILPITAS LOCAL CODES AND ORDINACES INCLUSIVE 2008 MILPITAS MUNICIPAL CODE</p>			
A1	EXISTING SITE & PARKING PLAN	TUPE OF CONSTRUCTION: VB					
A2	CONCEPTUAL SITE PLAN - PARKING	A.F.S. SYSTEM, SPRINKLERS: YES					
A3	FLOOR PLAN	NUMBER OF STORIES: (1)					
A4	OUTDOOR PLAY AREA	BUILDING AREA: 11,965 SQ.FT. THIS TENANT AREA USE: 3,200 SQ.FT.					
				JOB NO. 1352			
				03/15/09			
				A0			

PARKING TABULATION FOR EXISTING USES

TOTAL COMBINED EXISTING PARKING SPACES	160
TOTAL EXISTING HANDICAPPED SPACES REQ.	8
TOTAL EXISTING HANDICAPPED SPACES PROVIDED	9
MARIE CALANDAR RESTAURANT	
DINING AREA 206 SEATING 1 SPACE PER 3	= 67 REQUIRED
MEDICAL ALLIANCE	
4465/100 OCC LOAD 44.65	
4465/1 SPACE PER 225 S.F.	= 20 REQUIRED
LITTLE GYM	
4300/50= 86 OCC LOAD	
1 SPACE PER 6 UP TO 5 SPACES	
86/6= 5 SPACE; THEN,	
1 SPACE PER 10 THEREAFTER	
71/10= 7.1 + 5	= 13 REQUIRED
VACANT UNIT (RETAIL)	
1 SPACE PER 200 S.F.	
3200/200 S.F.	=16 REQUIRED
TOTAL PARKING REQUIRED 116 SPACES	
TOTAL PARKING PROVIDED 160 SPACES	

ALLOWABLE AREA ANALYSIS

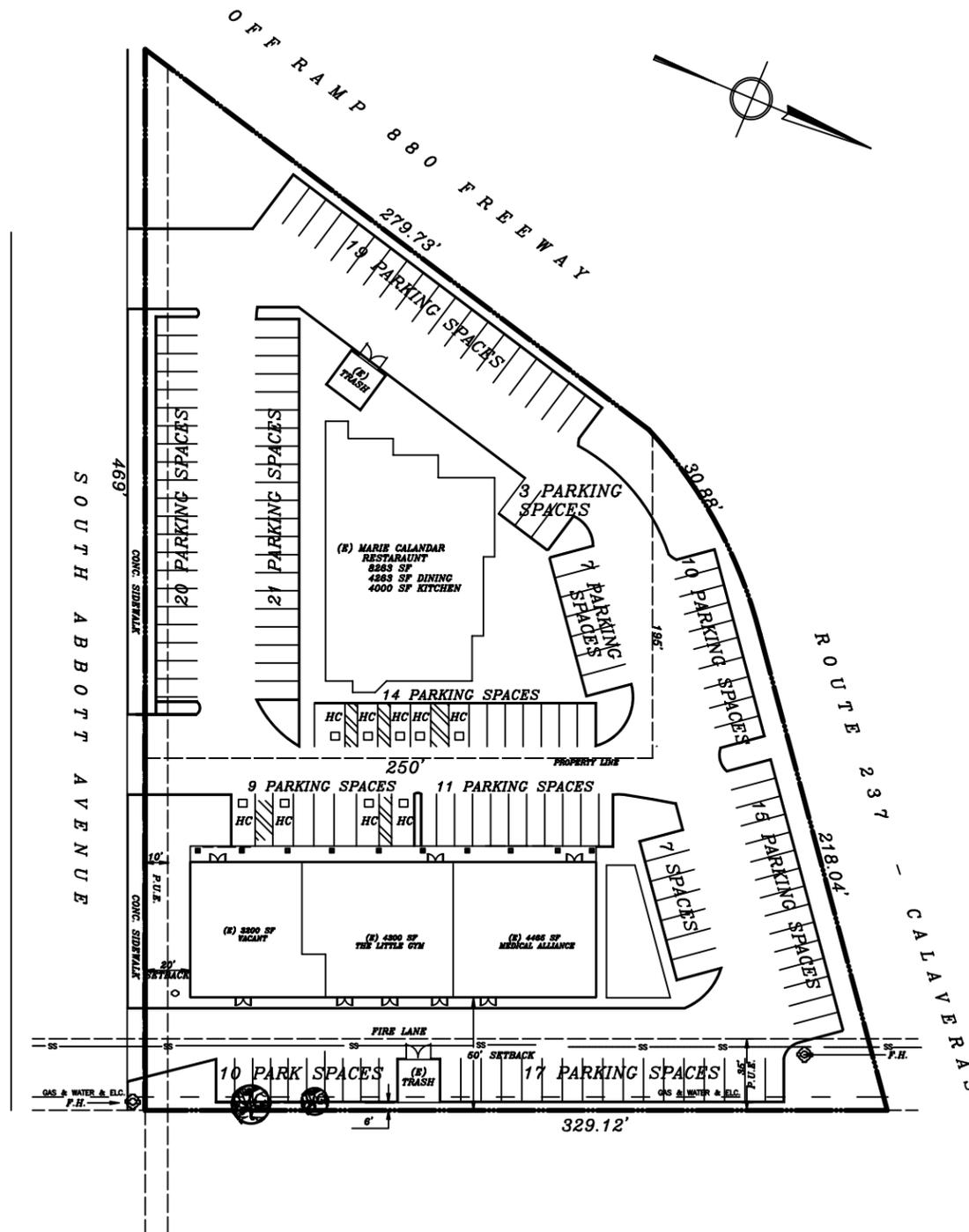
MARIE CALANDAR RESTAURANT
 OCCUPANCY TYPE B
 TYPE OF CONSTRUCTION V
 DINING AREA 4263 / 86 OCC LOAD
 KITCHEN AREA 4000 /200 OCC LOAD

MEDICAL ALLIANCE
 OCCUPANCY TYPE B
 TYPE OF CONSTRUCTION V
 4465/100 OCC LOAD 44.65
 4465/1 SPACE PER 225 S.F

LITTLE GYM
 OCCUPANCY TYPE B
 TYPE OF CONSTRUCTION V
 4300/50= 86 OCC LOAD

ACHIEVING STARS
 OCCUPANCY TYPE E
 TYPE OF CONSTRUCTION V
 3200/35 = 91.4 OCC LOAD

ACHIEVING STARS ACHEDEMY
 MAXIMUM 60 STUDENTS
 WITH 10 EMPLOYERS AT FULL CAPACITY



(E) SITE PLAN & PARKING LAYOUT
 SCALE 1" = 32'-0"

REVISIONS	BY
05/30/09	HDC
07/25/09	HDC

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 ALBANY, CA 94706
 (510) 527-7511

ACHIEVING STARS ACADEMY
 TENANT IMPROVEMENT
 301 SO. ABBOTT AVE.
 MILPITAS, CA

JOB NO.
 1352
 03/15/09

A1

PROPOSED TENANT IMPROVEMENT

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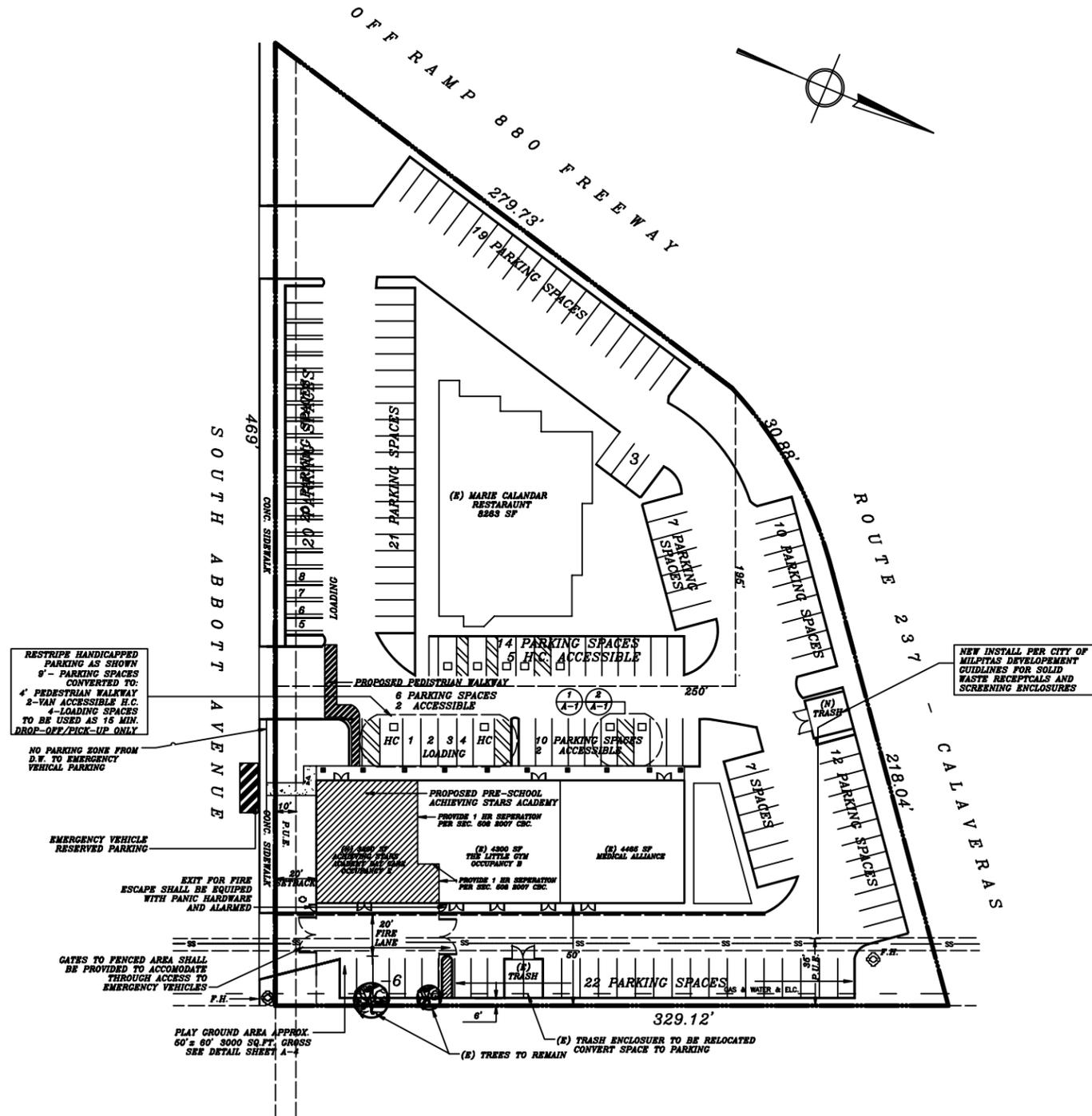
ACHIEVING STARS ACADEMY
 TENANT IMPROVEMENT
 301 SO. ABBOTT AVE.
 MILPITAS, CA

JOB NO.
 1352
 03/15/09

A2

PARKING TABULATION FOR PROPOSED USES

TOTAL COMBINED EXISTING PARKING SPACES	151
TOTAL EXISTING HANDICAPPED SPACES REQ.	8
TOTAL EXISTING HANDICAPPED SPACES PROVIDED	9
MARIE CALANDAR RESTAURANT	
RESTAURANT 206 OCC 1 SPACE PER 3 SEATS	= 67 REQUIRED
MEDICAL ALLIANCE	
4465/100 OCC LOAD 44.65	
4465/1 SPACE PER 225 S.F.	= 20 REQUIRED
LITTLE GYM	
4300/50= 86 OCC LOAD	
1 SPACE PER 6 UP TO 5 SPACES	
86/6= 5 SPACE; THEN,	
1 SPACE PER 10 THEREAFTER	
71/10= 7.1 + 5	= 13 REQUIRED
ACHIEVING STARS	
3200/35 = 91.4 OCC LOAD	
2721/500 S.F. (CLASS ROOM)	= 5 REQUIRED
479/200 S.F. (OFFICE & LOBBY)	= 2 REQUIRED
60 STUDENTS LOADING: 1 SPACE PER 6, UP TO 5,	= 5 REQUIRED
THEN, 1 SPACE PER 10 THEREAFTER	= 3 REQUIRED
TOTAL PARKING REQUIRED 115 SPACES	
TOTAL PARKING PROVIDED 151 SPACES	



RESTRIPE HANDICAPPED PARKING AS SHOWN
 9' - PARKING SPACES CONVERTED TO:
 4' PEDESTRIAN WALKWAY
 2-VAN ACCESSIBLE H.C.
 4-LOADING SPACES TO BE USED AS 15 MIN. DROP-OFF/PICK-UP ONLY
 NO PARKING ZONE FROM D.V. TO EMERGENCY VEHICULAR PARKING

NEW INSTALL PER CITY OF MILPITAS DEVELOPMENT GUIDELINES FOR SOLID WASTE RECEPTALS AND SCREENING ENCLOSURES

EMERGENCY VEHICLE RESERVED PARKING

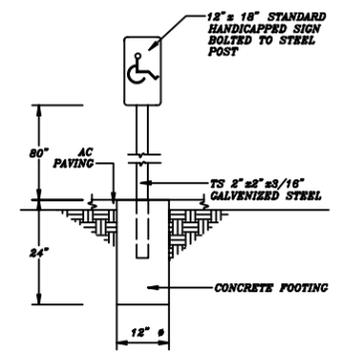
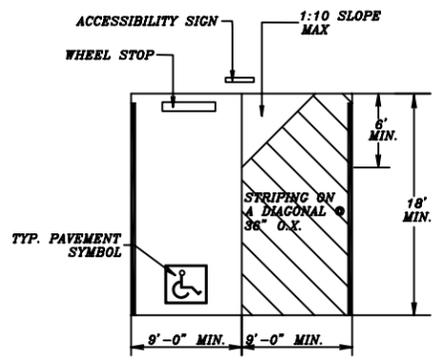
EXIT FOR FIRE ESCAPE SHALL BE EQUIPPED WITH PANIC HARDWARE AND ALARMED

GATES TO FENCED AREA SHALL BE PROVIDED TO ACCOMMODATE THROUGH ACCESS TO EMERGENCY VEHICLES

PLAY GROUND AREA APPROX. 60' x 80' 3000 SQ. FT. GROSS SEE DETAIL SHEET A-1

(R) TRASH ENCLOSURE TO BE RELOCATED CONVERT SPACE TO PARKING

(N) SITE PLAN & PARKING LAYOUT
 SCALE 1" = 32'-0"



1 HANDICAPPED PARKING SPACE

2 HANDICAPPED PARKING SIGN

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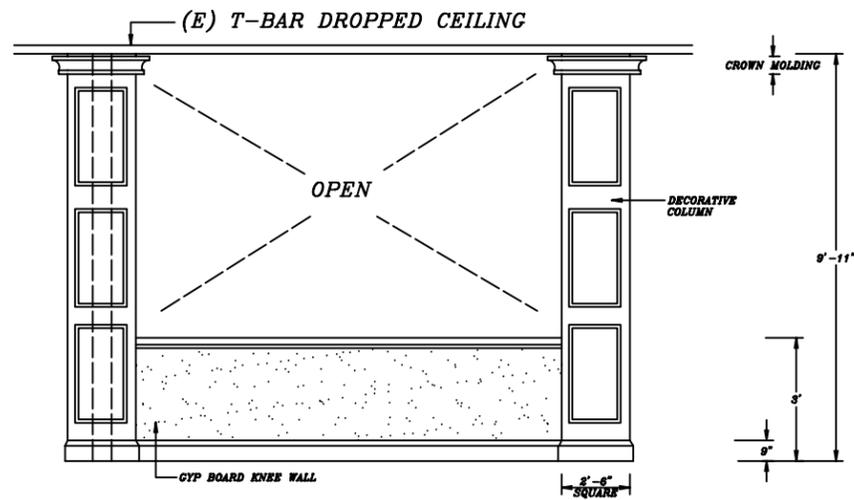
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 MILPITAS, CA

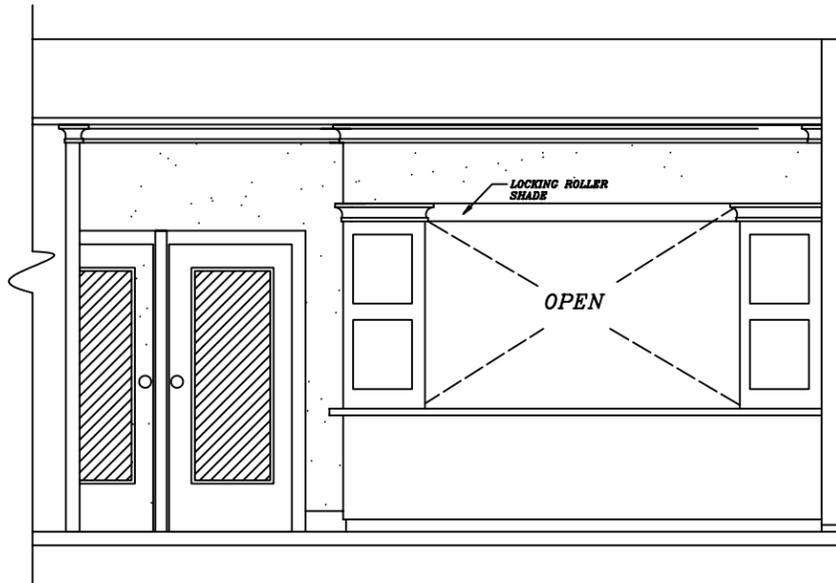
JOB NO. 1352
03/15/09

A3



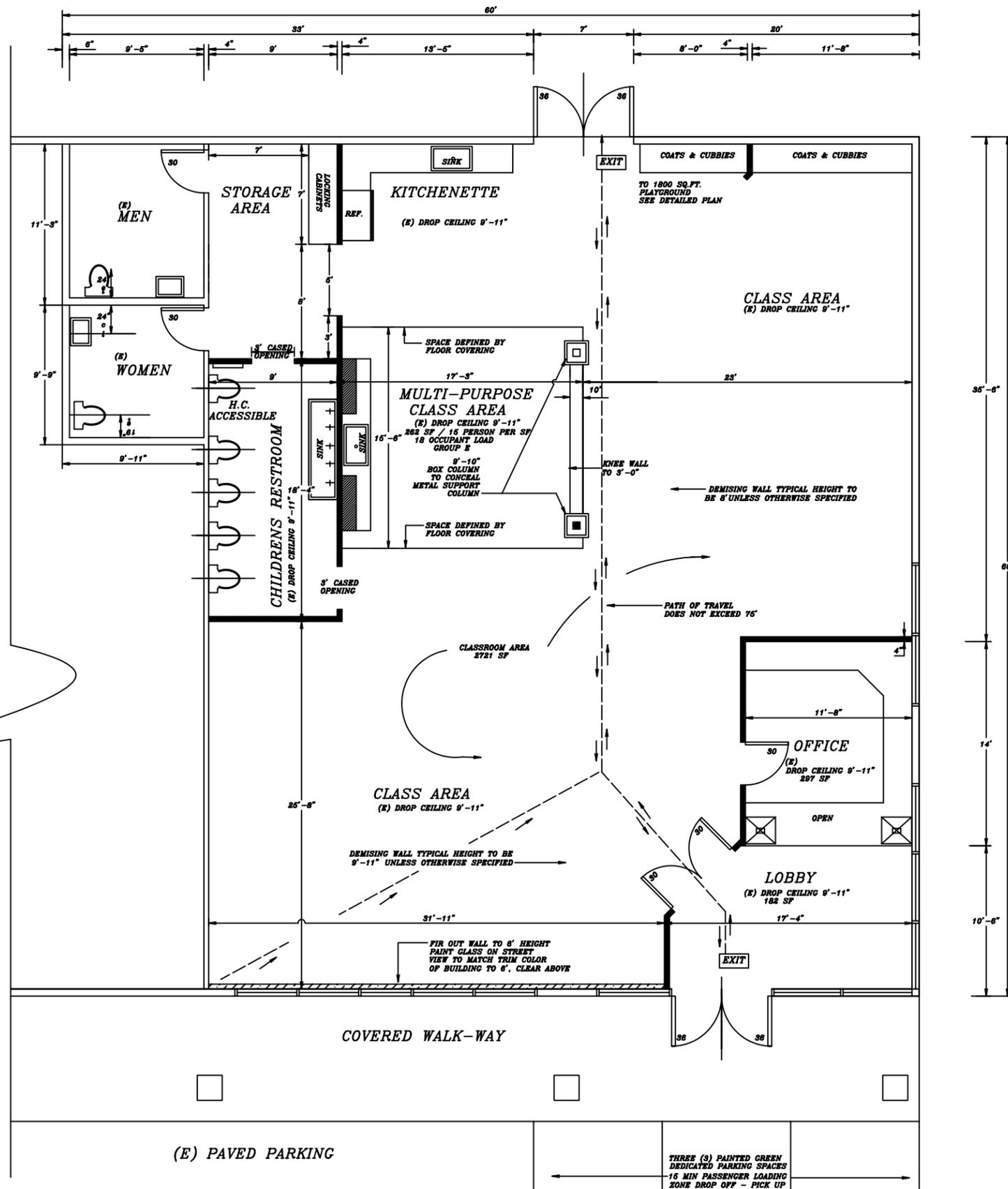
INDOOR EATING ELEVATION

SCALE: 1/2" = 1'-0"



LOBBY ELEVATION

SCALE: 1/2" = 1'-0"



FLOOR PLAN

SCALE: 1/4" = 1'-0"



ORIENTATION DOES NOT MATCH SITE PLAN

THREE (3) PAINTED GREEN
 DEDICATED PARKING SPACES
 15 MIN PASSENGER LOADING
 ZONE DROP OFF - PICK UP

REVISIONS	BY
05/30/09	HDC
07/25/09	HDC

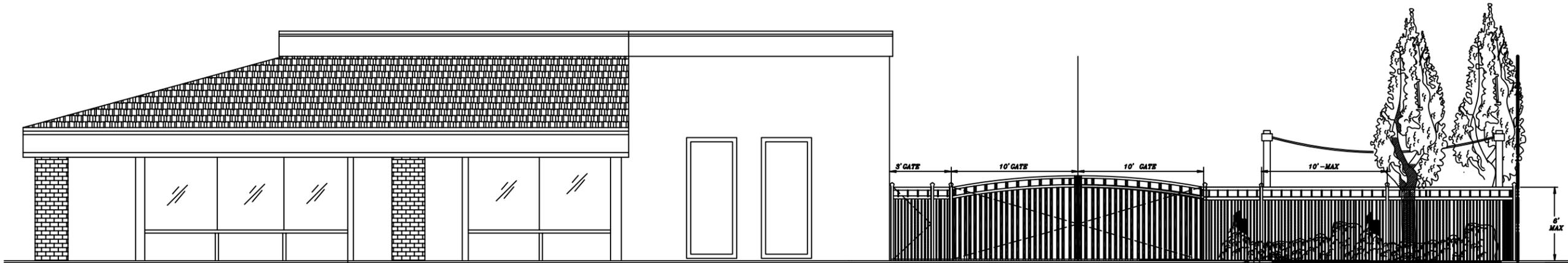
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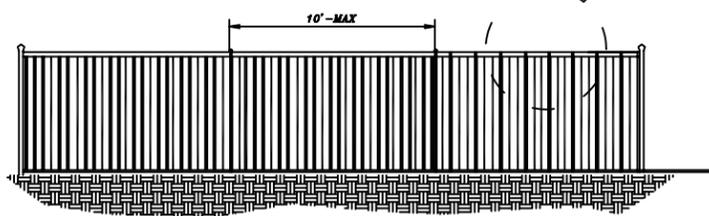
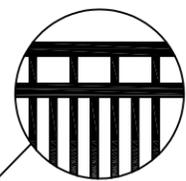
A4



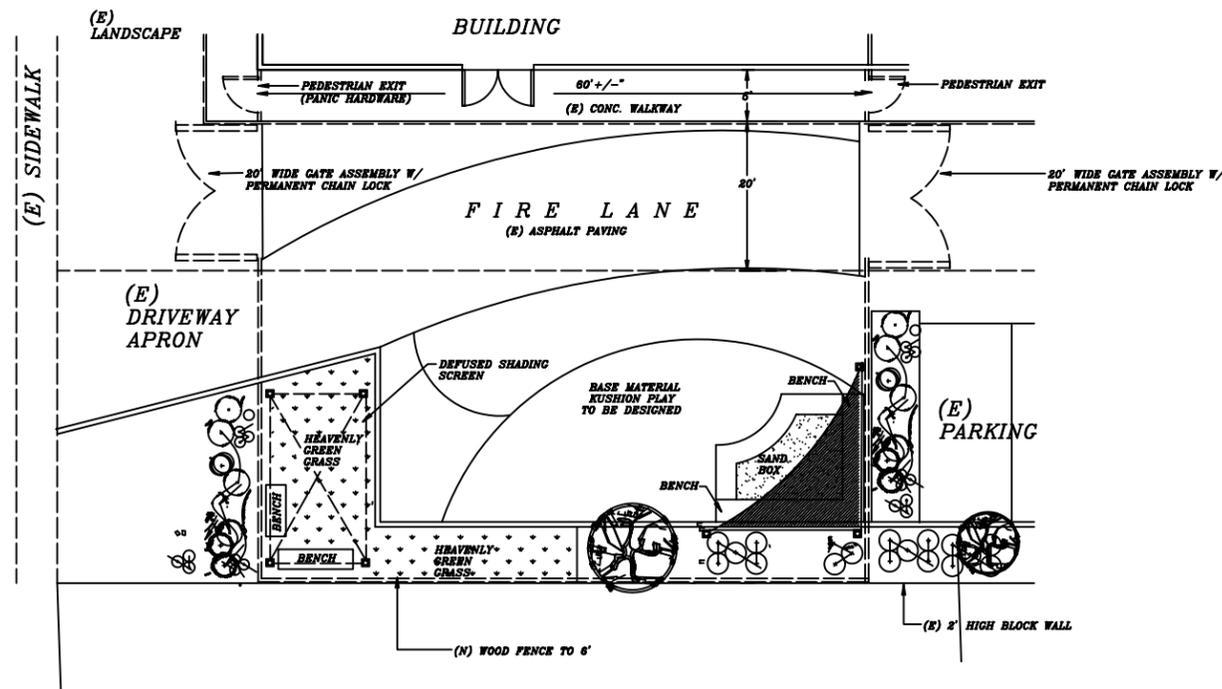
(N) SOUTH ELEVATION
 SCALE 1/4" = 1'-0"

FENCE & GATE NOTES:

- 1) INSTALL PRE-FABRICATED WROUGHT IRON OR ALUMINUM FENCE AS INDICATED.
- 2) IF USING ALUMINUM, USE COMMERCIAL GRADE
- 3) INSTALL PER MANUFACTURER'S RECOMMENDATIONS.
- 4) COLOR TO BE BRONZE OR PAINTED RUST, TO MATCH THE BUILDING TRIM COLOR.
- 5) GATES MAY BE OUTFITTED WITH AN AUTOMATIC OPENING DEVICE PROVIDED, AN EMERGENCY SHUT OFF FOR FIRE DEPARTMENT USE IS INSTALLED.
- 6) FIRE ACCESS GATES SHALL BE NO LESS THAN 20' OVERALL.
- 7) MAN DOORS SHALL BE EQUIPPED WITH PANIC HARDWARE ALARM



TYPICAL FENCE AT PLAY AREA
 SCALE 1/8" = 1'-0"



PLAY AREA 60' x 44' = 2640 SF
 SCALE 1/8" = 1'-0"

Welcome to Achieving Stars Academy Preschool Program! We thank you for your interest in our school and for giving us the opportunity to support and guide your child as s/he grows, learns, and reaches for the stars!

- We are an enriching environment where children can explore their potential.
- We serve children from 2 years 9 months old up to first grade.
- Days and hours of operation are Monday through Friday, 7 am to 6 p.m.
- A place where parents can be actively involved with their child's growth supported by knowledgeable staff and directors.
- Our school features an open design with large windows, colorful equipment and a creative outdoor play area.
- Operated and conceptualized by experienced owners/directors.
- The center is located a block off 237 and 880, convenient to residents, commuters, and employees working nearby.
- Our policies adhere to California State Licensing and NAEYC standards and are designed to make Achieving Stars Academy the best environment for your child's growth.

This handbook is intended to acquaint all parents and guardians with our policies and procedures

We look forward to meeting your child and partnering with you in your child's education.

Sincerely,
Leilani Camara
Isabel Sousa
Michelle Ohye
Owners/Directors of Achieving Stars Academy, Inc.

I. Our Mission

The mission of Achieving Stars Academy is to provide a nurturing, engaging environment and a model program to meet the changing needs of children, parents, and community. Our program is designed to equip your child for success in any rigorous private or public school setting. We are a resource to parents for support and education while striving to keep our program available and affordable. In order to achieve this we encourage a sense of cooperation and communication within our preschool community and strive for excellence in attracting as well as retaining highly qualified staff.

II. Our Philosophy

We believe your child is unique and has great potential. We follow an eclectic approach utilizing the best instructional practices from various programs in early learning and using early childhood research that confirms:

- These early years are fundamental to a child's level of intellectual development, personality, and sense of motivation
- Structured learning is more effective than random discoveries
- Play is a part of learning
- Learning programs are more successful when parents are involved.

Leilani Camara, Isabel Sousa, and Michelle Ohye are all state certified teachers with advanced degrees. Combined we have over 50 years of experience teaching young children. Each of us has been awarded the Highly Qualified Teacher Certificate from the State of California. We are committed to providing a safe and enriching learning environment for your child.

We are conscientious about incorporating activities that address-all learning styles including kinesthetic, visual, interpersonal, intrapersonal, linguistic, mathematical, musical, and artistic, as every child can succeed when given the right tools and learning environment. We respect and welcome children of different cultures, beliefs, and traditions, for a program which is inclusive and reflects the diversity of its children and families enhances the learning environment.

Our highly qualified teachers promote a child's-capacity to learn. They help children choose and explore materials that teach concepts and critical thinking skills. Teachers are selected on the basis of experience and background, and according to Early Childhood Education guidelines. They are caring and enthusiastic people dedicated to providing a nurturing and exciting place for your child to grow and develop.

III. Developmentally Appropriate Instruction

Young children construct knowledge based on real-life experiences. They increase their own knowledge of the world through repeated interactions with people, materials, and their environment. Critical skills for success in life do not develop by themselves but must be learned and continuously built upon. We encourage children to become conscious of and take pride in their emerging competence.

Through questioning, exploring, and discovering, our emphasis is on the process rather than the end product. Activities are designed to promote children's curiosity while encouraging them to

explore a variety of concepts. Classrooms are divided into learning center areas with developmentally appropriate activities. Activities vary in difficulty and approach, accommodating a range of learning styles and personalities.

Play is also an important vehicle for learning, as children experiment, explore, and manipulate their environment. This way, they develop their imagination, creativity, and problem solving skills. We take the children of all age groups outdoors at least twice a day.

In a typical day we emphasize a balance of broad skills (social, physical, intellectual, creative, emotional), while building technical skills in the fundamental academic areas of reading, writing, number literacy, speaking and logical thinking. We also encourage persistence, initiative, curiosity, independence and creativity. Music, movement, human values and cultures are offered. Spanish is offered as well as practical life skills like cooking, and the importance of nature, hygiene and recycling. Instruction is integrated across subject areas to provide meaningful learning experiences.

Our learning goals and objectives include:

Literacy Development

Recognize and write their names

Recognize letters

Communicate needs and thoughts in words, and develop spoken language

Expand vocabulary

Recognize early sight words

Develop letter sound matches

Listen with understanding and respond to directions

Understand the purpose of print and become familiar with books

Make connections with text and develop comprehension

Discover the joys of reading and develop listening skills

Math Development

Sort and classify objects based on characteristics

Identify and name shapes and colors

Recognize patterns

Recognize numbers and count objects

Develop number sense

Understand calendar concepts

Social Studies Development

Identify community workers

Accept a variety of cultural practices and traditions

Recognize and follow basic rules

Understand rules that keep us safe

Recognize national holidays and holiday traditions

Science Development

Appreciate science through hands-on activities

Investigate living things in the environment

Use science tools such as magnifying glasses

Make observations and draw conclusions

Understand science safety practices

Understand health concepts through healthy food choices and proper hygiene practices

Artistic Development

Explore creatively various art media

Expand fine motor skills through use of scissors, crayons, and glue

Develop an appreciation for music and art

Explore dramatic play with play with puppets, costumes, and pretend play centers

Physical Development

Develop large motor skills through play, and a variety of organized activities including:

- Beanbag games to develop balance and throwing skills
- Aerobics and dance to music to develop jumping, hopping, and rhythm
- Tricycle obstacle course to develop, strengthen, and improve coordination
- Cross of midline and lateral movement exercises to develop awareness of left and right sides of body

Develop fine motor skills through use of scissors, crayons, paint, puzzles, and beads

Social-Emotional Development

Develop self-confidence and self-reliance

Cooperate with peers and adults

Trust and be trustworthy

Make friends and understand how to be a friend

Solve problems constructively

Make good decisions

Developmental Screening

Students are divided into different classrooms according to teacher assessment of each child's developmental level, not necessarily age. Parent input is important in making this decision. Each group has a homeroom.

Formal and informal developmental screenings are conducted throughout the year to monitor your child's progress. These screenings help us identify children's interests and needs and allow us to modify curriculum and adapt teaching practices. Parents receive reports throughout the school year on their child's progress in school. The first report, in November, is a short summary of how your child is adjusting in the classroom. A detailed report will be discussed at the parent-teacher conference. This report is updated in May, i.e., before the end of the school year.

Parent Involvement and Conferences

Parent-teacher conferences are held twice a year, once in the fall and again in the spring. The purpose of the conference is to share information, ask and answer questions, and discover ways

to ensure your child is happy and successful. Conferences are a dialogue, an opportunity to discuss progress, how the program is fitting your child's needs and his/her development in relation to adults and peers. Your child's strengths are highlighted and your attention will be drawn to any difficulties or concerns teachers may have. The spring conference is an opportunity to focus on cognitive-as well as social, emotional and physical development. Parents are given a copy of the written evaluation at the spring conference.

Field Trips

Achieving Stars Academy schedules Family Days during weekends. The staff and families are invited to meet at locations such as the zoo, a park, or other family-friendly destinations to socialize and enjoy a day outside of the school site. This is a chance for the school to include siblings and parents in order to build community. ASA offers these field trips, but not transportation or supervision.

IV. Preschool Program

Full Day, 7:00 am – 6 pm

We offer 5-, 4-, 3-, and 2 day programs for your convenience, although we recommend a 5-day per week program for continuity.

Daily Schedule for Full Day

6:45 – 8:45	Back gate open for drop off
7:00 – 8:00	Choice Time
8:00 – 8:30	Circle Time
8:30 – 9:20	Literacy/Dramatic Play, Math/Science, Social Studies/Art
9:20 – 9:50	Snack/Outdoor Free Time
9:50 – 11:20	Rotations Literacy/Dramatic Play, Math/Science, Social Studies/Art/Spanish
11:20	Lunch and Outdoor Time
12:00 – 1:30	Rest Time/Nap time or quiet activity
1:15 – 2:00	Wake-up and Outdoor Time
2:00 – 3:00	Rotation - Literacy/Dramatic Play, Math/Science, Social Studies/Art
3:00 – 3:15	Afternoon Snack
3:15 – 4:15	Outdoor Time
4:15 – 5:00	Story Time (story, songs, finger plays)
5:00 – 6:00	Choice Time/Quiet Play
6:00pm	Pick-up Time
	Back gate open for pick-up 4:30 – 6:00 P.M.

Core Day 8:30 am – 3:00 pm

We offer 5-, 4-, 3-, and 2 day programs; although we believe that the 5-day program provides the best results in most cases.

Daily Schedule for Core Day

8:30 – 9:00	Circle Time
9:00 – 9:45	Rotation - Literacy/Dramatic Play, Math/Science, Social
9:50 – 10:20	Snack/Outside free time

10:20- 11:50	Rotation Literacy/Dramatic Play, Math/Science, Social Studies/Art/Spanish
11:50 – 12:30	Lunch and Outdoor Time
12:30 – 1:45	Rest/Nap Time, or quiet activity
1:45 – 3:00	Rotation Literacy/Dramatic Play, Math/Science, Social Studies/Art
3:00	Pick-up Time

Snacks and Lunch

Achieving Stars Academy encourages healthy eating choices and habits. We provide full-day students with morning and afternoon snacks, each consisting of two of the following items: bread, fresh fruit, raw vegetable, and milk or juice. Core Day students are provided with a morning snack. The monthly menu of snack items is distributed and posted on the Parent Board located in the reception area.

Your child may bring his/her own lunch and drink, labeled, self-contained and ready to eat. As much as possible and when not a threat to hygiene, unused food is returned home as a means of reporting to parents what was/was not eaten. Sharing of food among children is not permitted.

School Caterer, an outside vendor, provides nutritious lunches at a reasonable price. Parents may order online, check menus, make choices, and pay directly. Please see our website for ordering and payment information.

Gum, candy, caffeinated beverages and carbonated soft drinks are not permitted. We are a nut-free school. No nuts of any kind will be served.

We are delighted to help parents celebrate their child's birthday or other event at ASA. We also make every effort to respect parents' wishes as to what their child eats. Consequently, in addition to the food listed above, baked goods (cakes, cookies and the like), desserts (Jell-O, puddings, etc.), and snacks (such as potato chips) may not be served at parties. But fruits, 100 % natural juices or juice bars and vegetables are acceptable.

Rest Time

State Law requires that children who attend the Center beyond noon have a period of relaxation every day. Your child will not be forced to sleep. If your child chooses not to sleep, s/he will listen to soft music, and stories on tape, look at books, or are read to quietly so s/he does not disturb those who choose to nap.

Holidays

We follow the same holiday schedule as Milpitas School District. The school observes the following holidays: Labor Day, Veteran's Day, Thanksgiving Vacation, Winter Vacation, New Year's Day, Martin Luther King Jr. Day, President's Day, Spring Vacation, and Memorial Day. In addition, we observe Independence Day.

Attendance and Absences

Attendance is taken daily. If your child is absent, please notify the school. Messages will be checked daily. If parents will be away on vacation or business without their children, they must give the head teacher a note indicating their date of absence and the name and contact information of the person(s) responsible for their children during their absence.

V. Safety and Health

Health Policies

All children entering the school must have valid proof of the required immunizations before they will be allowed to attend. Your child's health is an important part of his/her general well-being. We need to be aware of any physically limiting or potentially life-threatening conditions that may cause your child harm if improperly handled.

Observable Illness Symptoms

We take every precaution to prevent the spread of illness- We will therefore not provide care for children who are ill. If your child has any of the following observable symptoms s/he should not be sent to school:

- temperature above 99 degrees
- diarrhea-or vomiting
- severe coughing
- pink eye or any discharge from the eyes
- unusual spots or rashes
- Other:

Chicken pox	Impetigo	Pin worms	Conjunctivitis
Infected ears/glands	Ringworms	Strep throat	Hand, foot, mouth
Measles	Rubella	Thrush	Head lice
Mumps	Scarlet fever	Viral infection	

Please keep your child at home for at least 24 hours after either vomiting or having a fever, and report all communicable diseases such as chicken pox and pink eye to the office. Students who have been exposed to a communicable disease will receive an "exposure notice" which explains the symptoms and requirements to return to school. A doctor's release may be needed upon return.

Any child who exhibits any of these observable symptoms while at school will be taken to a comfortable area away from other children to rest while parents are notified. Parents should pick their child up immediately once notified. For this reason, it is important that all phone numbers on record be kept current and up to date.

Some of the most effective ways to prevent the spread of illness include frequent hand washing, the proper use and disposal of used tissues, and children staying home when ill. Children are expected to wash their hands when soiled, before eating, after blowing their noses, and after using the restroom.

Bathroom Use

Children must be fully toilet-trained before their first day of school. Please do not send your child to school in diapers or pull-ups. Children should be dressed in clothes that are easy to maneuver since staff is restricted in assisting children with personal hygiene. Teachers do not enter bathroom stalls with children, but do check on them often.

Children are permitted to go to the bathroom whenever they need. Please review proper bathroom habits with your child before the-first day of school.

Your child should have an extra pair of labeled clothing that will fit in the cubby so that in the event of an accident-s/he will have clothing to change into. Your child is expected to change his/her clothing. Soiled clothes are bagged and expected to be taken home that day.

Allergies

Please list all allergies on the emergency or medical consent forms. Advise the school immediately of any new information to be added to the forms. Children experiencing severe allergic reactions that cause discomfort and inhibit their ability to cope in the class are asked to remain at home.

Medication

Whenever possible, medication should be given at home before and after school, providing this meets with the physician's approval.

Children are not allowed to handle or transport any medication. Any child who is regularly receiving medicine should have the medication noted on the child's emergency card and emergency form. Both should be updated as needed.

Any child who is required to take medication during the regular school hours must have the medication prescribed by a physician, and may be assisted by school personnel if the school has possession of the following: 1) A written statement from such physician detailing the method, amount, and time schedules by which such medication is to be taken, and 2) A written statement from the parent or guardian of the child indicating the desire that the school assist the child in the matters set forth in the physician's statement.

All medication must be in the original prescription container with the pharmacy label including date dispensed, physician's name, student's name, medication and instructions for administering the medication.

Only the Director will administer medication to students.

No over-the-counter medicines or any other medicine not specifically prescribed by the child's physician will be administered by the school.

First Aid

The school and teachers are equipped to handle minor ailments and injuries. Parents will be contacted and the child will rest in a safe and quiet area until parents are notified.

In the event of a health emergency, the following procedure is followed:

1. Parents are notified. If they are not available, the person listed as an emergency contact is notified.
2. If no emergency contact can be located, and the child requires further emergency care, we will call 911 to treat and transport the child to the nearest hospital.

Disasters

In case of a major earthquake or prolonged power outage, children will be supervised at a designated area, or the school site, until a parent or emergency contact person picks up the child. Earthquake and fire disaster drills are held throughout the year and the children are familiarized with all emergency procedures. First aid and emergency supplies are stored on campus.

Clothing

Art experiences using glue, glitter, paint and other materials are a part of the regular curriculum. Please dress your child in comfortable clothing that can get messy. Indoor and outdoor games and activities are also planned, so take consideration of the weather. Children should wear gym shoes or other comfortable shoes for active lessons. Choose clothing children can manage independently in the bathroom. We discourage open-toe or sandal shoes.

Bringing Things to School

Children should leave personal toys at home. If a child needs a “security” item, such as a blanket or stuffed animal, it must fit into a cubby. Items should not present choking hazards or encourage aggressive behavior. Children are asked to keep their “security” item in their cubby during school hours. Arrangements can be made with the teacher to share items relating to a unit of study, a recent family trip, or other special event.

Orientation and Child’s First Day

The first three days of school operate as a transition period for children. For many, it will be a new experience, so we have created a special transition schedule for our students to ensure their successful transition.

On the first day, parents are encouraged to accompany their child and visit for a maximum of 30 minutes, meeting the teachers, seeing the classroom, and trying out the materials with their child. On this day, we ask you to have your child bring an extra set of clothing, labeled with your child’s name; a photograph of your family; a sheet and a small blanket for resting time. The sheet will be sent home the last day of the week to be washed at home and returned the following week.

Sign-In and Sign-Out Procedures

Parents are required by law to bring their children into the center, to sign them in upon arrival, and to again come into the center and sign them out prior to departing. Sign-in sheets are kept in the reception area. On the sign-in sheet should be entered the **time of arrival** as well as **time of departure** and a **full signature**, not initials.

The only people other than a child’s parents or guardians who are authorized to take the child from the center are those people designated in writing on the *Emergency Information Form*. Please notify the office staff of any changes. Adults authorized by you on a particular day who

are unfamiliar to the staff should have picture identification to identify themselves. **If this procedure is not followed, we will not release your child.** Please pick up your child at the time specified on your child's enrollment agreement. If you wish to speak with a teacher, the afternoon hours may be easier. Please check with the teacher because staff shifts end at different times each day. Teachers need to close the center promptly at the end of the day.

Arrival and Transition into and out of School

The center opens at 7 am. We recommend that you set up a routine where you sign in your child at the center, enter the classroom, help your child put his/her things in the cubby, check off your child's name in the attendance book in the class, assist your child in selecting an activity and tell him/her you are leaving. If your child is having difficulty separating, you can ask a teacher to assist. If your child is upset when you leave, call us in a few minutes and we will be glad to let you know how s/he is doing.

A staff member will always be available to greet children, do a well-check and ease them into a game or activity. Please be sure your child is safely in the classroom before leaving and that a teacher knows s/he has arrived. Please allow yourself enough time to sit with your child if necessary on the first few days of attendance.

The back gate will be open only for drop off from 6:45 to 8:45 A.M and for pick-up in the afternoon from 4:30 to 6:00 P.M. Please see the parking policy for specific details.

We ask that all Core Day children arrive by 8:15 am for the following reasons:

- Separation is much easier during the free choice time. Your child has an opportunity to say good bye and talk with friends before class. The teacher is more available to assist before circle time starts. Your child has time to refocus.
- We recommend a set routine of sign-in, well check and greeting.
- Children arriving early are ready to begin their learning. Once circle time has started, we encourage minimal disruptions or distractions.
- ASA is concerned about your child's mastery of the curriculum and skills. We want to maximize the learning day. If a child is not here and ready to focus,-s/he cannot take full advantage of the planning and materials presented.

Core Day Departure 3:00 PM departure

If you arrive early for pick-up, we ask that you wait outside of your child's classrooms: kindly refrain from distracting the teacher or children until they are done. Please do not leave siblings or other young children unattended or let them wander. When the class is over, the children will come to the door, so that you may sign them out.

Late afternoon departure

Full Day departure time may be difficult for some in the beginning. Your child may rush to meet you one day and resist leaving another. We recommend a set routine. The teachers inform children that when parents come it is time to clean up and go. If your child has difficulty, a routine will usually make things easier.

Here is an example:

- Arrive and sign your child out in full signature

- Give your child a “5 minute warning” so s/he can clean up
- Check the parent activity board
- Take your child’s hand as you leave the facility

Continue the routine and a few days of consistency will help arrival and departures go smoothly.

Once you are signed out and have begun departure, the teachers are no longer monitoring your child nor are they responsible. **Please do not allow your child to leave the Center ahead of you.** The street and parking areas can be dangerous. Should you be delayed beyond the expected pickup time, please notify the Center so that your child and staff will know when to expect you.

VI. Appropriate Communication and Physical Contact

We are committed to respect individual rights as well as the rights of others. It is expected that all communications and contact between children and adults or among adults and among children be respectful and appropriate at all times. ASA fosters these values:

- We use respectful language from our “Respect” curriculum that empowers children to verbalize feelings and helps them respect feelings of others. When adults are interacting with children they acknowledge feelings, explain simply and enforce rules equitably. We discourage discussions of children’s behavior in the child’s presence. Teachers want to listen to parents’ concerns/information, but request that sensitive issues be addressed in a private conversation. Caring for your child is a team effort and problems need to be handled in an atmosphere of mutual cooperation. Children need to see parents and teachers working as a team and in agreement. This fosters comfort and security. The Director should be advised of any serious issues that remain unresolved.
- Teachers model coping strategies for children having conflicts. Using words and seeking compromises are appropriate ways to solve problems. Physical aggression is not allowed and hurtful words are discouraged.

VII. Admissions and Enrollment

Admission

We will hold an interview with parents before a child is admitted. The interview is for both parties to determine if our school is an appropriate learning environment for the student. Enrollment is open to children aged 2yrs.9months, who are fully toilet-trained, to entrance into first grade. Admissions are based on availability of space and determination that we can provide an appropriate environment for your child. We do not discriminate on the basis of race, color, religion, or national and ethnic origin in admissions or other policies. Prior to applying for admission, parents are encouraged to visit the school with their child.

Necessary documents for Enrollment

The following items and completed forms must be submitted prior to the first day of attendance:

ASA Agreement, enrollment fee, and first/last month’s tuition and a \$200 security deposit

Identification and Emergency Information (LIC 700)

Child’s Preadmission Health History – Parents’ Report (LIC 702)

Child's Preadmission Health Evaluation – Physician's Report (LIC 701)
 Consent for Emergency Medical Treatment – (LIC 627)
 Notification of Parents' Rights (LIC 995)
 Personal Rights (LIC 613A)
 California School Immunization Records ("blue cards", PM 286) for non-school-age children

All documents in a child's file are considered confidential records and are not disclosed, except to officials of the Department of Social Services, without the written permission of parents.

VIII. Discipline and Setting Boundaries

Behavior Modification

Discipline and setting boundaries are a guideline for behavior, not punishment. Parents and teachers set up the structure for a child to fit into the world happily and effectively. It is the foundation for self-discipline, self-control and social responsibility.

ASA's goal is to minimize or eliminate the need for disciplinary intervention through showing and modeling respect throughout the center, arranging the room for optimal learning and using of problem-solving skills to encourage appropriate behavior. Occasionally, it is necessary to take action to remind a child of the boundaries and standards that exist at Achieving Stars Academy.

In the event a teacher must intervene to modify unacceptable behavior, it is our policy to:

- Ensure the safety of children by removing a child temporarily from the scene of dispute
- State the consequences of the child's action
- Allow the child a "quiet, calm down" period to regain composure
- Follow up by providing the child with proper words to express frustration, anger or displeasure
- Allow the child to re-enter the group when ready
- If necessary, hold a conference with parents, and if appropriate the director will be included to discuss the situation and agree to a plan of action.

We uphold professional standards for behavior management, which include the following **restrictions**:

- No corporal punishment, including spanking
- No forced napping
- No cruel punishment, humiliation or verbal abuse
- No punishment for wetting, soiling or not using the toilet
- No forced feeding

IX. Communication

Families and schools are the two main environments in which young children develop and grow. Both have a common interest in the child's health and success. ASA believes it is important to establish and maintain positive relationships through communication, collaboration, and cooperation. Children benefit most from healthy, reciprocal relationships between school personnel and families.

Address, Phone Numbers and Email

Achieving Stars Academy is conveniently located at 301 South Abbott Ave., Milpitas, CA
Michelle Ohye, Owner/Director of Achieving Stars Academy, Inc. and Administrator and School Director

Phone:

Email: michelleohye@hotmail.com

Isabel Sousa, Owner/Director of Achieving Stars Academy, Inc.

Email: ifsousa@yahoo.com

Leilani Camara, Owner/Director of Achieving Stars Academy, Inc.

Email: lcmara3@yahoo.com

Newsletters

A weekly school newsletter is published on Wednesday and sent home to all families. A monthly newsletter containing special dates to remember, classroom events, and other exciting news will also be sent home.

Parent Concerns

Concerns raised by parents involving their child's classroom experience should be resolved as quickly as possible. Parents are urged to discuss their concerns directly with the head teacher in a timely fashion. Please call to set up a time to meet before or after school hours. Our staff wants to give you their full attention. If the concern is not resolved at this level, the parent should then contact Michelle Ohye, the School Director.

X. Tuition and Fees

An application, enrollment fee and the first and last month's payment along with a \$200 deposit are required for registration. Enrollment is by trimester.

January – April

May – August

September – December

Nonrefundable Enrollment fee - \$75

	Trimester Cost	Monthly Cost
Full Day 7am – 6pm Rates		
5 Days	3500	900
4 Days	3060	790
3 Days	2600	675
2 Days	2100	550
Core Day 8:30 – 3:00pm Rates		
5 Days	2500	650
4 Days	2200	575
3 Days	1860	490
2 Days	1480	395

A \$100 discount is given for full trimester payments paid in advance. The discount has been applied in the chart under the trimester cost.

Payment is due by the first day of each month. If the first falls on a weekend or school holiday, please make payment during the preceding week. We reserve the right to charge a late fee of \$40 for payments not received within a five day grace period. A security deposit of \$200 is also required. The unused deposit will be applied to the last month's tuition.

Equal tuition is charged for all twelve months even though some months have more scheduled holidays. Fees are based on a monthly rate and there are no tuition refunds due to vacation, illness, inclement weather, labor strikes and/or water outages or other legitimate conditions beyond the control of the center, or holidays not observed by the local school district.

Parents will be given at least a 30-day advance notice of tuition increase.

Any withdrawal or changes in a child's schedule should be given to the director in writing 30 days prior to the effective date. Changes will be made on a space available basis.

Late Pick Up Policy

Please call the office if you will be late in picking up your child. A \$15 late fee is assessed for every 10 minutes of tardiness. All collected money is deposited into a fund used to purchase preschool supplies.

A \$30.00 fee will be billed for each returned check.

Withdrawal and Dismissal

All children enter on a probationary basis of up to four weeks. The health and safety of all students and staff members requires the dismissal of any child whose behavior is determined to endanger him/herself, other children, or staff members. We also reserve the right to dismiss any child whose tuition payments are delinquent. We do our best to have parents understand our program. Policies, philosophy, procedures and curriculum are explained thoroughly during the intake interview. It is assumed parents understand and are comfortable to entrust their child to our school. If it becomes evident parents do not agree, we will require the family to find an alternative settings for their child.

If for any reason, the parents decide to withdraw their child from the school, a 30 day notice is required. Parents will be responsible for tuition fees for the next 30 days following their notice of intent to withdraw their child even if the child is not in attendance, but we will apply your pre-paid final month's tuition to that period of time. The Enrollment fee is nonrefundable. A pro-rated refund will be granted for trimester payments that were paid in advance.

We ask that families living apart work out legal issues in planning for their child and notify ASA of their agreements in writing. If parents cannot agree on custodial responsibility for the child, we cannot accept your child. The center requires a document that defines who is authorized to make decisions regarding the child's care.

Some times children are not ready for formal school. We will suggest modifying the time and days in school or waiting till the following year and may do so without incident.

XI. General Information

Birthdays

If you would like to bring a snack for your child's birthday, please follow the healthy snack guidelines under snacks/lunch. We also ask that you provide any plates, napkins, and utensils needed, and that the snack be "low mess." Non-food related celebrations, such as a story teller, magician, and music events, are encouraged, but need to be arranged with the teacher. It is our policy not to exclude any child from a celebration, so we ask you adhere to the guidelines. It is advisable to check first to avoid last-minute disappointments.

Cultural Celebrations

Parents are encouraged to share their family's cultural celebrations and traditions in their child's class. We invite our families to share by reading a book, doing a craft, or bringing artifacts, music, or art from their culture.

Donations

The preschool is always looking for materials to enhance the learning environment. If families would like to donate any materials, please contact your child's teacher.

Inspection of Facility

Parents are allowed to visit the facility without advance notice at any time during the normal hours of operation. To ensure proper supervision and to avoid disrupting instruction, we ask parents to schedule an appointment with their child's teacher if they have questions, so as not to interrupt normal classroom operations.

The state Department of Licensing has the authority to inspect the facility and records without prior consent. They also have the authority to interview clients, staff and students.

The State of California requires that several health forms and medical releases be on file with the school for each child. Therefore, all forms that are issued upon admittance must be returned to the school before the first day of the child's attendance.

XII. Owners/Directors/Founders of Achieving Stars Academy, Inc.

Leilani Camara

Leilani has extensive and varied teaching experience in the public school system, locally and abroad. She has a BA in Music from CSU East Bay, formerly Hayward State. She has state credentials with a Highly Qualified Teacher Certificate and the Child Development Program Director Permit. She holds an MA in Education with an emphasis in Administration and Supervision. She enjoys working with diverse populations of people.

Isabel Sousa

Isabel has taught kindergarten, 1st and 2nd grade since 1995. She has a BA in Psychology and Spanish from CSU Stanislaus and an MA in Educational Leadership and Administration from San

Jose State University. Isabel was granted the Professional Clear Multiple Subjects Credential and the Child Development Program Director Permit from the California Department of Education. Isabel is fluent in both Portuguese and Spanish. She studied in Spain for a year and worked in Germany for three months and another twenty-two months for International Rescue Committee, an NGO, in Malawi and Mozambique.

Michelle Ohye

Michelle has been teaching in public education for 14 years. She has taught kindergarten, first, second, and third grade. She has a BS in Molecular Biology from UC Berkeley, a Certificate in Education from the University of Hawaii, and an-MA in Educational Leadership from San Jose State University. Michelle has met all requirements and received the Professional Clear Multiple Subjects Teaching Credential, and the Child Development Program Director Permit. She was also awarded the Highly Qualified Teacher Certificate. She has a young daughter, and enjoys spending time outdoors with her family, and playing soccer. *Bay Area Parent* magazine recently published her article entitled, “5 Questions You Need to Ask Your Child’s Teacher.”

XIII. Parents Rights

As a Parent/Authorized Representative, you have the right to:

1. Enter and inspect the child care center without advance notice whenever children are in care.
2. File a complaint against the licensee with the licensing office and review the licensee’s public file kept by the licensing office.
3. Review, at the center, reports of licensing visits and substantiated complaints against the licensee made during the last three years.
4. Complain to the licensing office and inspect the child care center without discrimination or retaliation against you or your child.
5. Request in writing that a parent not be allowed to visit your child or take your child from the center, provided you have shown a certified copy of a court order.
6. Receive from the licensee the name, address and telephone number of the local licensing office. (Community Care Licensing, 2580 N. First St. #300, San Jose, Ca. 95131, 408.324-2148)
7. Be informed by the licensee, upon request, of the name and type of association to the center for any adult who has been granted a criminal record exemption, and that the name of the person may also be obtained by contacting the local licensing office.
8. Receive, from the licensee, the Caregiver Background Check Process form.

NOTE: CALIFORNIA LAW PROVIDES THAT THE LICENSEE MAY DENY ACCESS TO THE CHILD CARE CENTER TO A PAREN/AUTHORIZED REPRESENTATIVE IF THE BEHAVIOR OF THE PARENT/AUTHORIZED REPRESENTATIVE POSES A RISK TO CHILDREN IN CARE.

For the Department of Justice “Registered Sex Offender” database, go to www.meganslaw.ca.gov

XIV. Personal Rights

Child Care Centers

Personal Rights, See Section 101223 for waiver conditions applicable to Child Care Centers

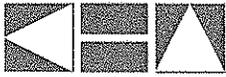
- (a) Child Care Centers. Each child receiving services from a Child Care Center shall have rights which include, but are not limited to, the following:
1. To be accorded dignity in his/her personal relationships with staff and other persons.
 2. To be accorded safe, healthful and comfortable accommodations, furnishings and equipment to meet his/her need.
 3. To be free from corporal or unusual punishment, infliction of pain, humiliation, intimidation, ridicule, coercion, threat, mental abuse, or other actions of a punitive nature, including but not limited to: interference with daily living functions, including eating, sleeping, or toileting: or withholding of shelter, clothing, medication or aids to physical functioning.
 4. To be informed, and to have his/her authorized representative, if any, informed by the licensee of the provisions of law regarding complaints including, but not limited to, the address and telephone number of the complaint receiving unit of the licensing agency and of information regarding confidentiality.
 5. To be free to attend religious services or activities of his/her choice and to have visits from the spiritual advisor of his/her choice. Attendance at religious services, either in or outside the facility, shall be on a completely voluntary basis. In Child Care Centers, the parent (s) or guardian (s) of the child shall make decisions concerning attendance at religious services or visits from spiritual advisors.
 6. Not to be locked in any room, building, or facility premises by day or night.
 7. Not to be placed in any restraining device, except a supportive restraint approved in advance by the licensing agency.

***This handbook is designed to acquaint all parents of our current policies and procedures.

ASA reserves the right, at its sole discretion, to modify these policies and procedures and to establish new ones.

These policies reflect State Licensing and NAEYC standards and are designed to make ASA the best environment possible for your child's growth and development.

If you have any questions, concerns or suggestions, feel free to contact us. We hope your experience with us is a positive one. We look forward to working with you and your child.



Kimley-Horn
and Associates, Inc.

22 June 2009

Suite 410
2000 Crow Canyon Place
San Ramon, California
94583

Achieving Stars Academy Preschool
C/O Sharon Blood
Hammond Design Group
36532 Olive Street
Newark, CA 94560

Re: Access, Circulation, and Parking Evaluation of Achieving Stars
Academy Preschool

Dear Ms. Blood:

Thank you for inviting Kimley-Horn and Associates, Inc.¹ to perform transportation and traffic engineering services in conjunction with the proposed Achieving Stars Academy Preschool in Milpitas.

BACKGROUND

It is proposed that a preschool be located in a partially vacant building located at 301 S. Abbott Avenue, Milpitas, CA. Other spaces within the same building are occupied by Alliance Occupational Medicine (315 S. Abbott) and The Little Gym (309 S. Abbott). Marie Calendar's restaurant (333 S. Abbott) is located to the west in a separate building; however, the two buildings share three driveways to Abbott Avenue. An aerial view of the existing site is shown in **Figure 1**. A proposed site plan is attached.

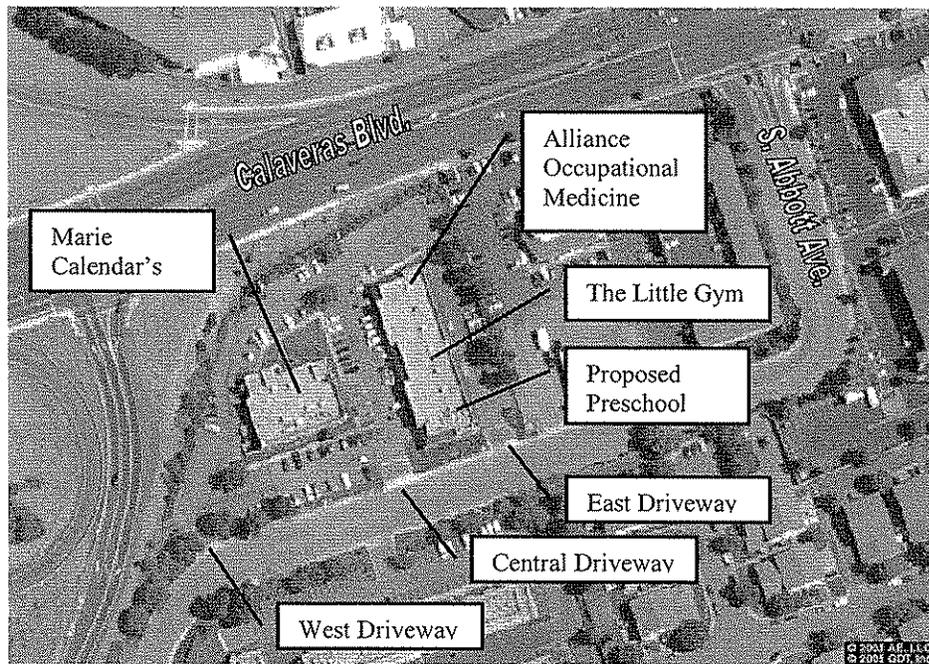
The east driveway into the site is proposed to be closed and the southern portion of the parking lot on the east side of the building converted to a playground. Approximately 6 parking spaces will be lost due to the change. A trash enclosure on the east side of the building will be relocated to the north of the site where it can be more easily reached by sanitation vehicles. Emergency access along the east side of the building will be

¹ Kimley-Horn is a full-service consulting firm offering planning, engineering, and environmental engineering services. Nationwide, Kimley-Horn employs roughly 1,800 professional, technical, and support personnel in more than 60 offices including locations in San Ramon, Oakland, and San Jose, CA.

preserved by keeping permanent play fixtures outside of the required 20 foot operating and driving area needed for emergency vehicles.

Student drop off and pick up is proposed to occur on the west side of the building, principally from the central driveway. Ultimate enrollment at the preschool is anticipated to be 60 students but initial student levels will likely be lower at startup.

Figure 1 - Existing Site Layout



This letter contains an assessment of the anticipated trip generation for the project and an evaluation of the site access, circulation, and parking, per discussions with City of Milpitas staff.

TRIP GENERATION

For purposes of determining the worst-case impacts of traffic on the surrounding street network, the trips generated by a proposed development are typically estimated for a one-hour period between the hours of 7:00-9:00 AM and 4:00-6:00 PM. The peak of “adjacent street traffic” represents the time period when the uses generally contribute to the greatest amount of congestion, with the PM peak commonly being the greatest congestion period.

Trip generation for development projects in the City of Milpitas is typically calculated based on rates contained in *Traffic Generators* published by the San Diego Association of Governments (SANDAG).² *Traffic Generators* is a standard reference used by many jurisdictions throughout the country for the estimation of trip generation potential of proposed developments.

A trip is defined as a single or one-directional vehicle movement with either the origin or destination at the project site. In other words, a trip can be either “to” or “from” the site. In addition, a single customer visit to a site is counted as two trips (i.e., one to and one from the site).

The proposed preschool is most appropriately classified as Day Care by SANDAG.

Table 1 summarizes the expected trip generation of the proposed preschool project.

Table 1 - Project Trip Generation

Land Use	Quantity	Units	Daily Total	AM Peak			PM Peak		
				In	Out	Total	In	Out	Total
Day Care	60	Children	300	26	25	51	27	27	54

Source: *Traffic Generators*, San Diego Association of Governments (SANDAG), April 2002.

Trip Generation Rates

- Daily = 5 trips / child
- AM Peak = 17% of Daily
- PM Peak = 18% of Daily

² *Traffic Generators*, San Diego Association of Governments, April 2002.

As noted in the table, the project is anticipated to generate 51 AM and 54 PM peak trips. Roughly half of the trips will be entering the site and the others will be exiting during the morning and evening peak periods. Trip generation during other periods of the day is expected to be significantly less.

To validate the SANDAG information, *Trip Generation* published by the Institute of Transportation Engineers (ITE) was consulted as a second source of trip generation information.³

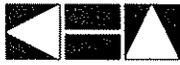
According to ITE, the preschool is also appropriately classified as Day Care (ITE Land Use 565). ITE defines Day Care as “a facility where care for pre-school aged children is provided, normally during the daytime hours. Day care facilities generally include classrooms, offices, eating areas and playgrounds. Some centers also provide after-school care for children.”

According to *Trip Generation*, the project would be expected to generate 48 AM and 49 PM peak hour trips which supports the calculation that the project will generate low volumes of traffic. ITE calculations are attached. Because the city prefers the use of SANDAG trip generation and its trip rate for this particular land use is higher, this evaluation conservatively used the higher SANDAG volumes.

Traffic impact studies in Milpitas and Santa Clara County are generally prepared when a project generates 100 or more peak hour trips.⁴ Because this project will generate fewer than 100 peak hour trips, preparation of a full traffic impact study is not warranted. However, projects that generate fewer trips such as the Achieving Stars Academy Preschool are typically still required to submit an abbreviated analysis of access, circulation, and parking.

³ *Trip Generation 8th Edition*, Institute of Transportation Engineers, Washington D.C., 2008.

⁴ Transportation Impact Analysis Guidelines, Santa Clara Transportation Authority, Adopted May 7, 1998, Updated March 29, 2004.



PROJECT TRIP DISTRIBUTION AND ASSIGNMENT

Because of the nature of the development, most parents and children to the preschool are expected to travel from nearby locations throughout Milpitas, as well as in southern Fremont and northern San Jose.

Project traffic distribution was developed based on distributions prepared in previous traffic reports in Milpitas, existing traffic count information, and the general orientation of population sources to the site.

Based on the assumed trip distribution, new vehicle trips generated by the preschool were assigned to the project driveways and the nearby intersection of Calaveras Boulevard / S. Abbott Avenue.

OPERATIONAL ANALYSIS OF CALAVERAS BOULEVARD / S. ABBOTT AVENUE

Traffic analysis at the Calaveras Boulevard / S. Abbott Avenue intersection was evaluated under the following conditions:

- Existing Conditions – Based on current AM and PM traffic counts and existing roadway geometry and traffic control.
- Near-term Conditions – Based on traffic volumes and traffic added by approved (but not yet completed) and pending developments anticipated to occur at the time the project is constructed.⁵
- Near-term plus Proposed Project Conditions – Based on existing traffic volumes, traffic added by approved and pending (but not yet completed developments), and traffic generated by the Achieving Stars Academy Preschool.

Analysis of the operation of the Calaveras Boulevard/S. Abbott Avenue traffic signal was based on the concept of Level of Service (LOS). The LOS of an intersection is a qualitative measure used to describe operational

⁵ Near term traffic that includes approved and pending development is consistent with traffic data collected for the nearby Walmart expansion project. A list of the approved and pending projects is included as an attachment to this letter.

conditions. LOS ranges from A (best), which represents minimal delay, to F (worst), which represents heavy delay and a facility that is operating at or near its functional capacity. Levels of Service for this study were determined using methods defined in the *Highway Capacity Manual, 2000* (HCM) and appropriate traffic analysis software.⁶

The potential for project impact was evaluated by comparing conditions with the proposed project to those without the proposed project. The City of Milpitas has established a minimum acceptable operating level of LOS D- for city intersections including Calaveras Boulevard / S. Abbott Avenue. It would be considered unacceptable if the operation of the intersection were to fall below the minimum threshold as a result of project traffic.

Table 2 summarizes the results of the intersection level of service analysis with the addition of project traffic. Calculations are attached.

Table 2 - Intersection Level of Service

	Intersection	Intersection Control	Existing				Near-Term				Near-Term + Project			
			AM Peak		PM Peak		AM Peak		PM Peak		AM Peak		PM Peak	
			LOS	Delay	LOS	Delay	LOS	Delay	LOS	Delay	LOS	Delay	LOS	Delay
1	Calaveras Boulevard / Abbott Avenue	Signal	C+	20.6	B-	19.8	C+	21.6	C+	20.7	C+	21.8	C+	21.0

Analysis of the intersection showed that the project will have nominal effect and will not cause the intersection to fall below acceptable levels of traffic operation.

SITE ACCESS, CIRCULATION, AND PARKING

Existing driveway volumes were collected during a weekday PM peak hour by Kimley-Horn.⁷ Counts were sampled between 5:00-6:00 PM and are shown in **Table 3**.

⁶ *Highway Capacity Manual*, Transportation Research Board, 2000.

⁷ Counts collected June 8, 2009 by Kimley-Horn and Associates, Inc.

Table 3- Existing PM Peak Driveway Volumes

	Northbound			Southbound			Eastbound			Westbound		
	NBL	NBT	NBR	SBL	SBT	SBR	EBL	EBT	EBR	WBL	WBT	WBR
East Drive				8		0	0	40			48	0
Central Drive				20		0	0	20			4	44
West Drive				0		0	0	20			4	0

As seen in the table, nearly all site traffic was observed to use the central driveway and travels through the nearby Calaveras Boulevard / S. Abbott Avenue intersection. Nevertheless, PM peak traffic volumes are very low with 20 vehicles exiting and 44 vehicles observed entering the central driveway during the one hour PM peak period. This equates to roughly one vehicle per minute. (It is noted that traffic volumes fluctuate by time of day and day of week. Although no traffic was observed using the west driveway during the survey period, a small amount of traffic likely uses the access at some times of the day.)

AM volumes are significantly lower principally because the other site uses are not open or are operating at less than peak levels. Therefore, the following discussion of driveway operation focuses on the PM peak period.

When the east driveway is closed, traffic previously using the access will be diverted to the central driveway as summarized in **Table 4**.

Table 4 – PM Peak Volumes with East Driveway Closed

	Northbound			Southbound			Eastbound			Westbound		
	NBL	NBT	NBR	SBL	SBT	SBR	EBL	EBT	EBR	WBL	WBT	WBR
East Drive				0		0	0	48			48	0
Central Drive				28		0	0	20			4	44
West Drive				0		0	0	20			4	0

As noted previously, principal access to the Achieving Stars Academy Preschool will be from the central driveway. Traffic will enter the site and temporarily park in one of the parking stalls nearest the door of the preschool. In most cases parking will be in one of the 16 stalls adjacent to the west side of the building. Depending on time of day and parking demand associated with the other uses, parents may find it more convenient

to use one of the 40 spaces south of the Marie Calendar's restaurant. None of the children will be dropped off in the driveway or circulating aisles. All parents will be expected to park their vehicle and walk their child into the building. Parents will be discouraged from parking their cars outside of designated parking stalls. Parents will be directed to exit the site using the west driveway to minimize conflicts with entering traffic using the central driveway. A similar process will be followed when picking up a child. To ensure strong compliance, it is recommended that the school prepare and distribute to each parent instructions on drop off and pick up procedures.

Table 5 summarizes the expected PM peak traffic volumes with the proposed project, when the potential for traffic conflicts is expected to be greatest.

Table 5 - PM Peak Volumes with Preschool

	Northbound			Southbound			Eastbound			Westbound		
	NBL	NBT	NBR	SBL	SBT	SBR	EBL	EBT	EBR	WBL	WBT	WBR
East Drive				27		0	0	48			75	0
Central Drive				55		0	0	47			4	71
West Drive				0		0	0	20			4	0

Arrivals during the evening pickup period for the preschool will average roughly one every two minutes. Departures will occur at roughly the same frequency. An analysis of the central driveway in the PM Peak is included in **Table 6**.

Table 6 - Central Driveway Operation w/ Preschool

Intersection	Intersection Control	Criteria	PM Peak	
			LOS	Delay
Abbott Avenue / Central Driveway	Stop	D-	A	9.2

As shown in the table, level of service is expected to be LOS A. See attachment for calculations. In addition, vehicle queuing at the central driveway is less than one vehicle at a time. Based on the results, no operational deficiencies are expected at the driveway. Traffic operations in the AM and other periods of the day are expected to be better than during the PM peak.

City of Milpitas Zoning Code requires that daycare centers provide 1 space per 6 students up to 5; then, 1 per 10 thereafter. With a projected maximum 60 student enrollment the number of spaces is 8. According to the project site plan the following spaces will be designated adjacent to the front of the building:

- Two (2) – van designated parking spaces to serve persons with disabilities
- Four (4) – standard spaces dedicated as "loading/unloading" spaces for preschool students.

In addition, near the front of Alliance Occupational Medicine, there will be two auto designated parking spaces to serve persons with disabilities.

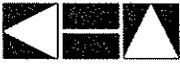
On South Abbott Avenue there will be a space reserved for emergency vehicle parking with a sidewalk leading from the curb parking space to the building entrance.

Figure 2 – Pedestrian Walkway



Because it is recognized that some parents may park in the spaces south of the Marie Calendar's restaurant and walk their children across the central driveway to reach the building, a 4 foot wide pedestrian walkway will be designated across the driveway throat to alert drivers of the crossing and to minimize conflicts with crossing pedestrians.

In addition, south of the Maria Calendar's restaurant there will be an additional four (4) parking spaces dedicated as "loading/unloading" spaces for preschool students. **Figure 2** illustrates the approximate location of the crossing.



Parking demand was estimated using ITE *Parking Generation*.⁸ According to ITE, the proposed preschool would be expected to generate average peak demand for up to 14 spaces. (See attached calculations.) Parking demand levels for the preschool are roughly equivalent to a similar size retail space.

Given that the entire site has 151 net parking spaces for the Marie Calendar's, Alliance Occupational Medicine, and The Little Gym, sufficient parking spaces are available.

CONCLUSIONS

The proposed preschool will be located in a partially vacant building located at 301 S. Abbott Avenue, Milpitas, CA. Student drop off and pick up is proposed to occur on the west side of the building and south of the Marie Calendar's restaurant, principally from the central driveway. Ultimate enrollment at the preschool is anticipated to be 60 students but initial student levels will likely be lower at startup.

In summary, access, circulation, and parking are expected to operate within established operational thresholds and without significant effect to other site uses or nearby intersections.

To enhance safety of motorists and pedestrians, the following is recommended:

- Parents should be directed to park only in designated parking stalls when dropping off or picking up children.
- Parents should be directed to enter the site at the central driveway and exit from the west driveway.
- ~~The school should prepare and distribute to each parent instructions on drop off and pick up procedures.~~

⁸ Parking Generation 3rd Edition, Institute of Transportation Engineers, Washington D.C., 2004.



Please contact me if you have any questions.

Very truly yours,

A handwritten signature in black ink, appearing to read "James E. West". The signature is fluid and cursive, with a long horizontal stroke extending to the left.

James E. West, P.E.
Project Manager – Vice President
#C65854

Attachments:

- Site Plan
- ITE Trip Generation Planner Summary Report
- Approved and Pending Project List
- Intersection Level of Service Calculations
- Central Driveway Level of Service Calculations
- Parking Generation Planner

Trip Generation Planner (ITE 8th Edition) - Summary Report



Weekday Trip Generation
Trips Based on Average Rates/Equations

Project Name _____ **Name** _____
Project Number 097000000.1

ITE Code	Internal Capture Land Use	Land Use Description	Independent Variable	No. of Units	Avg Rate or Eq	Rates						Total Trips						Net Trips after Internal Capture						Net Trips after Internal Capture & Pass-By							
						Daily Rate		PM Rate		AM Trips		PM Trips		Daily Trips		AM Trips		PM Trips		Daily Trips		AM Trips		PM Trips		Daily Trips		AM Trips		PM Trips	
						Rate	Rate	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out		
SSS		Day Care Center	Student(s)	60	Avg	4.48	0.80	0.82	270	48	48	25	23	23	26	270	48	48	25	23	23	26	270	48	48	25	23	23	26		
Totals																															

- Notes:
- (1) AM and/or PM rates correspond to peak hour of generator
 - A Trip Generation data from ITE Trip Generation, 8th Edition
 - B AM/PM rates correspond to peak of adjacent street traffic (if data available)
 - C Includes weekday rates only
 - D Total trips include pass-by trips w/ no internal capture
 - E Pass-by rates from ITE Trip Generation Handbook, 2nd Edition
 - F Internal capture rates from ITE Trip Generation Handbook, 2nd Edition
 - G Worksheet is intended as a planning tool. Verify results w/ ITE Trip Generation 8th Edition

# ¹	Project Name	Location ²	Size (land use) ³	Status ⁴
1	Milpitas Square	(M) East of the Bellew Drive/Barber Lane intersection	12.8 ksf (retail) 900 DU (condos)	Pending
2	Landmark Tower	(M) East of Barber Lane, between Bellew Drive and Tasman Drive	148.8 ksf (retail) 49.0 ksf (office) 375 DU (condos)	Pending
3	The Campus at McCarthy Ranch	(M) West of McCarthy Boulevard, between Ranch Drive (North) and Ranch Drive (South)	1,416 ksf (office)	Pending
4	Tasman/McCarthy Business Center	(M) Varies	Varies: Refer to ATI ⁵	Approved
5	Irvine Company R&D - Phase 1			
6	Irvine Company R&D - Phase 2			
7	Veritas Software			
8	Apton Plaza Mixed Use Development			
9	Elmwood Residential Project			
10	Elmwood Commercial - Auto Dealerships			
11	North Main Street - Library			
12	North Main Street - Senior Housing			
13	North Main Street - County Medical Center			
14	Fairfield Residential Project			
15	RGC Residential Project			
16	Aspen Family Apartments			
17	Starlight Center - Mixed Use			
18	Everlasting Private Foundation Religious Facility			
19	Matteson Residential Project			
20	Alexan Residential Project			
21	Murphy Ranch Residential Project			
22	Peery-Arrilaga			
23	Sinclair Horizon Residential Project			

# ¹	Project Name	Location ²	Size (land use) ³	Status ⁴
24	Nadev Printing	(F) 47422 Kato Rd.	335.7 ksf (light industrial)	Under construction
25	Bayside Market Place	(F) South terminus of Fremont Boulevard	524.0 ksf (retail)	Pending - projected occupancy in Spring 2010.
26	Robson Homes	(F) 48835 Kato Rd.	114 DU (sf resid.)	Under construction - 16 DU occupied at time of counts
27	Baseball Village	(F) 43945 Christy St.	32,000 seat (stadium) 3,150 DU (resid.) 540.0 ksf (retail) 300.0 ksf (office)	Pending
28	KB Homes Development	(F) 48921 Warm Springs Blvd.	142 DU (sf resid.) 95 DU (townhomes) 105 DU (condos)	Under construction - none occupied at time of counts
29	Fremont Time Square Shopping Center	(F) 46408 Warm Springs Blvd.	93.5 ksf (retail)	Approved
30	Solyndra Project	(F) 47422 Kato Rd.	609.0 ksf (manufacturing)	Pending - projected occupancy in 2010.
31	Fremont Tech Center - Phase 1	(F) 2703 Lakeview Ct.	76.8 ksf (R&D) 59.9 ksf (Lt. Ind.)	Constructed - unoccupied
32	Fremont Tech Center - Phase 2	(F) South of proposed Fremont Tech Center - Phase 1 project site	76.5 ksf (Lt. Industrial)	Approved

¹ Numbers keyed to general project locations shown in Figure 6.

² (M) = Milpitas, (F) = Fremont

³ KSF = thousand square feet, DU = dwelling units, R&D = Research & Development.

⁴ Status changes to the projects occurred subsequent to the traffic analysis. Project status at the time of the traffic analysis is in parenthesis.

⁵ Refer to Approved Trip Inventory (ATI) in the Appendix. ATI was provided by the City of Milpitas.

Achieving Stars Academy Preschool

Level Of Service Computation Report

2000 HCM Operations Method (Base Volume Alternative)

Intersection #8 Calaveras Blvd. & Abbott Ave.

Cycle (sec): 100 Critical Vol./Cap.(X): 0.775
Loss Time (sec): 0 Average Delay (sec/veh): 20.6
Optimal Cycle: 101 Level Of Service: C+

Table with columns for Street Name (Abbott Ave., Calaveras Blvy), Approach (North Bound, South Bound, East Bound, West Bound), Movement (L, T, R), Control (Split Phase, Protected), Rights (Include, Ovl), and various timing parameters like Min. Green, Y+R, and Lanes.

Volume Module table showing Base Vol, Growth Adj, Initial Bse, User Adj, PHF Adj, PHF Volume, Reduct Vol, Reduced Vol, PCE Adj, MLF Adj, and Final Volume for each movement.

Saturation Flow Module table showing Sat/Lane, Adjustment, Lanes, and Final Sat. for each movement.

Capacity Analysis Module table showing Vol/Sat, Crit Moves, Green Time, Volume/Cap, Delay/Veh, User DelAdj, AdjDel/Veh, LOS by Move, and HCM2K Avg Q for each movement.

Note: Queue reported is the distance per lane in feet.

Achieving Stars Academy Preschool

Level Of Service Computation Report

2000 HCM Operations Method (Base Volume Alternative)

 Intersection #8 Calaveras Blvd. & Abbott Ave.

Cycle (sec): 100 Critical Vol./Cap.(X): 0.709
 Loss Time (sec): 0 Average Delay (sec/veh): 19.8
 Optimal Cycle: 78 Level Of Service: B-

Street Name: Abbott Ave. Calaveras Blvy
 Approach: North Bound South Bound East Bound West Bound
 Movement: L - T - R L - T - R L - T - R L - T - R
 Control: Split Phase Split Phase Protected Protected
 Rights: Include Ovl Include Include
 Min. Green: 7 10 10 7 10 10 7 10 10 7 10 10
 Y+R: 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0
 Lanes: 1 1 0 0 1 0 1 0 0 2 1 0 3 1 0 1 0 2 1 0

Volume Module:
 Base Vol: 107 49 73 146 17 235 406 2859 74 54 1483 123
 Growth Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00
 Initial Bse: 107 49 73 146 17 235 406 2859 74 54 1483 123
 User Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00
 PHF Adj: 0.87 0.87 0.87 0.88 0.88 0.88 0.95 0.95 0.95 0.92 0.92 0.92
 PHF Volume: 123 56 84 166 19 267 427 3009 78 59 1612 134
 Reduct Vol: 0 0 0 0 0 0 0 0 0 0 0 0
 Reduced Vol: 123 56 84 166 19 267 427 3009 78 59 1612 134
 PCE Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00
 MLF Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00
 FinalVolume: 123 56 84 166 19 267 427 3009 78 59 1612 134

Saturation Flow Module:
 Sat/Lane: 1900 1900 1900 1900 1900 1900 1900 1900 1900 1900 1900 1900
 Adjustment: 0.93 0.95 0.92 0.95 0.95 0.83 0.92 0.99 0.95 0.92 0.99 0.95
 Lanes: 1.38 0.62 1.00 0.90 0.10 2.00 1.00 3.89 0.11 1.00 2.76 0.24
 Final Sat.: 2435 1115 1750 1612 188 3150 1750 7310 189 1750 5171 429

Capacity Analysis Module:
 Vol/Sat: 0.05 0.05 0.05 0.10 0.10 0.08 0.24 0.41 0.41 0.03 0.31 0.31
 Crit Moves: **** **** **** ****
 Green Time: 10.0 10.0 10.0 14.1 14.1 47.4 33.4 64.9 64.9 11.0 42.6 42.6
 Volume/Cap: 0.51 0.51 0.48 0.73 0.73 0.18 0.73 0.63 0.63 0.30 0.73 0.73
 Delay/Veh: 43.8 43.8 44.6 51.6 51.6 15.2 34.1 10.7 10.7 41.8 25.1 25.1
 User DelAdj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00
 AdjDel/Veh: 43.8 43.8 44.6 51.6 51.6 15.2 34.1 10.7 10.7 41.8 25.1 25.1
 LOS by Move: D D D D- D- B C- B+ B+ D C C
 HCM2kAvgQ: 87 87 81 185 185 70 293 332 332 43 379 379

 Note: Queue reported is the distance per lane in feet.

Achieving Stars Academy Preschool

Level of Service Computation Report

2000 HCM Operations Method (Future Volume Alternative)

Intersection #8 Calaveras Blvd. & Abbott Ave.

Cycle (sec): 100 Critical Vol./Cap.(X): 0.839
Loss Time (sec): 0 Average Delay (sec/veh): 21.6
Optimal Cycle: 142 Level Of Service: C+

Street Name: Abbott Ave. Calaveras Blvy
Approach: North Bound South Bound East Bound West Bound
Movement: L - T - R L - T - R L - T - R L - T - R
Control: Split Phase Split Phase Protected Protected
Rights: Include Ovl Include Include
Min. Green: 7 10 10 7 10 10 7 10 10 7 10 10
Y+R: 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0
Lanes: 1 1 0 0 1 0 1 0 0 2 1 0 3 1 0 1 0 2 1 0

Volume Module:
Base Vol: 110 37 10 105 6 563 156 1260 55 57 2612 80
Growth Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00
Initial Bse: 110 37 10 105 6 563 156 1260 55 57 2612 80
Added Vol: 0 0 0 0 0 0 0 0 0 0 0 0
PasserByVol: 0 0 0 0 0 0 0 194 0 0 344 0
Initial Fut: 110 37 10 105 6 563 156 1454 55 57 2956 80
User Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00
PHF Adj: 0.68 0.68 0.68 0.86 0.86 0.86 0.95 0.95 0.95 0.95 0.95 0.95
PHF Volume: 162 54 15 122 7 655 164 1531 58 60 3112 84
Reduct Vol: 0 0 0 0 0 0 0 0 0 0 0 0
Reduced Vol: 162 54 15 122 7 655 164 1531 58 60 3112 84
PCE Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00
MLF Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00
FinalVolume: 162 54 15 122 7 655 164 1531 58 60 3112 84

Saturation Flow Module:
Sat/Lane: 1900 1900 1900 1900 1900 1900 1900 1900 1900 1900 1900 1900
Adjustment: 0.93 0.95 0.92 0.95 0.95 0.83 0.92 0.99 0.95 0.92 0.98 0.95
Lanes: 1.50 0.50 1.00 0.95 0.05 2.00 1.00 3.85 0.15 1.00 2.92 0.08
Final Sat.: 2656 893 1750 1703 97 3150 1750 7226 273 1750 5452 148

Capacity Analysis Module:
Vol/Sat: 0.06 0.06 0.01 0.07 0.07 0.21 0.09 0.21 0.21 0.03 0.57 0.57
Crit Moves: ****
Green Time: 10.0 10.0 10.0 13.2 13.2 24.0 10.8 57.7 57.7 19.1 66.0 66.0
Volume/Cap: 0.61 0.61 0.08 0.54 0.54 0.87 0.87 0.37 0.37 0.18 0.87 0.87
Delay/Veh: 46.2 46.2 41.1 43.2 43.2 46.7 75.3 11.4 11.4 34.2 15.8 15.8
User DelAdj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00
AdjDel/Veh: 46.2 46.2 41.1 43.2 43.2 46.7 75.3 11.4 11.4 34.2 15.8 15.8
LOS by Move: D D D D D D E- B+ B+ C- B B
HCM2kAvgQ: 111 111 12 116 116 367 153 160 160 39 663 663

Note: Queue reported is the distance per lane in feet.

Achieving Stars Academy Preschool

Level Of Service Computation Report

2000 HCM Operations Method (Future Volume Alternative)

Intersection #8 Calaveras Blvd. & Abbott Ave.

Cycle (sec): 100 Critical Vol./Cap.(X): 0.790
Loss Time (sec): 0 Average Delay (sec/veh): 20.7
Optimal Cycle: 109 Level Of Service: C+

Street Name: Abbott Ave. Calaveras Blvy

Table with columns for Approach (North Bound, South Bound, East Bound, West Bound) and Movement (L, T, R). Rows include Control, Rights, Min. Green, Y+R, and Lanes.

Volume Module:

Table with 12 columns representing different traffic movements and 13 rows of volume-related metrics such as Base Vol, Growth Adj, Initial Bse, etc.

Saturation Flow Module:

Table with 12 columns representing different traffic movements and 4 rows of saturation flow metrics such as Sat/Lane, Adjustment, Lanes, and Final Sat.

Capacity Analysis Module:

Table with 12 columns representing different traffic movements and 10 rows of capacity analysis metrics such as Vol/Sat, Crit Moves, Green Time, etc.

Note: Queue reported is the distance per lane in feet.

Achieving Stars Academy Preschool

Level Of Service Computation Report

2000 HCM Operations Method (Future Volume Alternative)

Intersection #8 Calaveras Blvd. & Abbott Ave.

Cycle (sec): 100 Critical Vol./Cap.(X): 0.843
Loss Time (sec): 0 Average Delay (sec/veh): 21.8
Optimal Cycle: 145 Level Of Service: C+

Table with columns for Street Name (Abbott Ave., Calaveras Blvy), Approach (North Bound, South Bound, East Bound, West Bound), Movement (L, T, R), Control (Split Phase, Protected), Rights (Include, Ovl), and various traffic metrics like Min. Green, Y+R, Lanes.

Volume Module table showing Base Vol, Growth Adj, Initial Bse, Added Vol, PasserByVol, Initial Fut, User Adj, PHF Adj, PHF Volume, Reduct Vol, Reduced Vol, PCE Adj, MLF Adj, and Final Volume across different movements.

Saturation Flow Module table showing Sat/Lane, Adjustment, Lanes, and Final Sat. values for each movement.

Capacity Analysis Module table showing Vol/Sat, Crit Moves, Green Time, Volume/Cap, Delay/Veh, User DelAdj, AdjDel/Veh, LOS by Move, and HCM2kAvgQ values.

Note: Queue reported is the distance per lane in feet.

Achieving Stars Academy Preschool

Level Of Service Computation Report

2000 HCM Operations Method (Future Volume Alternative)

Intersection #8 Calaveras Blvd. & Abbott Ave.

Cycle (sec): 100 Critical Vol./Cap.(X): 0.793
Loss Time (sec): 0 Average Delay (sec/veh): 21.0
Optimal Cycle: 110 Level Of Service: C+

Table with columns for Street Name (Abbott Ave., Calaveras Blvy), Approach (North Bound, South Bound, East Bound, West Bound), Movement (L, T, R), Control (Split Phase, Protected), Rights (Include, Ovl), and various timing parameters like Min. Green, Y+R, Lanes.

Volume Module table with columns for Base Vol, Growth Adj, Initial Bse, Added Vol, PasserByVol, Initial Fut, User Adj, PHF Adj, PHF Volume, Reduct Vol, Reduced Vol, PCE Adj, MLF Adj, Final Volume across 12 lanes.

Saturation Flow Module table with columns for Sat/Lane, Adjustment, Lanes, Final Sat. across 12 lanes.

Capacity Analysis Module table with columns for Vol/Sat, Crit Moves, Green Time, Volume/Cap, Delay/Veh, User DelAdj, AdjDel/Veh, LOS by Move, HCM2kAvgQ across 12 lanes.

Note: Queue reported is the distance per lane in feet.

Achieving Stars Academy Preschool

Level Of Service Computation Report

2000 HCM Unsignalized Method (Future Volume Alternative)

Intersection #9134 Abbott Ave. & Central Driveway

Average Delay (sec/veh): 2.8 Worst Case Level Of Service: A[9.2]

Street Name: Central Driveway Abbott Ave.

Approach: North Bound South Bound East Bound West Bound

Movement: L - T - R L - T - R L - T - R L - T - R

Control: Stop Sign Stop Sign Uncontrolled Uncontrolled

Rights: Include Include Include Include

Lanes: 0 0 0 0 0 1 0 0 0 0 0 0 1 0 0

Volume Module:

Table with 13 columns for traffic volume metrics: Base Vol, Growth Adj, Initial Bse, Added Vol, PasserByVol, Initial Fut, User Adj, PHF Adj, PHF Volume, Reduct Vol, FinalVolume. Rows show values for each of the 12 movements.

Critical Gap Module:

Table with 13 columns for critical gap metrics: Critical Gp, FollowUpTim. Values are shown for the first two movements.

Capacity Module:

Table with 13 columns for capacity metrics: Cnflct Vol, Potent Cap., Move Cap., Volume/Cap. Values are shown for the first two movements.

Level Of Service Module:

Table with 13 columns for level of service metrics: 2Way95thQ, Control Del, LOS by Move, Movement, Shared Cap., SharedQueue, Shrd ConDel, Shared LOS, ApproachDel, ApproachLOS. Values are shown for the first two movements.

Note: Queue reported is the distance per lane in feet.

