The Compass School of Texas TMP
Dallas, Texas

Zoning Case Number: Z-26-000036

Prepared for

The Compass School of Texas

Prepared by

Elizabeth Crowe Engineering Associates, PLLC
TBPE Firm Registration No. 20105

October 2026

Elizabeth Crowe Engineering Associates, PLLC

Post Office Box 1776, Athens, Texas 75751| 214-683-6252 | elizabeth@eccengineers.com

TECHNICAL MEMORANDUM

DATE: October 29, 2026

TO: David Nevarez, PE, PTOE - City of Dallas

FROM: Elizabeth Crowe, PE
Elizabeth Crowe Engineering Associates, PLLC
TBPE Firm Registration Number F - 20105

RE: The Compass School of Texas TMP

Traffic Management Plan

The Traffic Management Plan (TMP) was developed for The Compass School of Texas growing to a maximum enrollment of 340 students. Table 1 and the following recommended instructions are provided as guidelines for operations for the first year of operations, 2027–2028 school year in coordination with Boone Elementary. The projected enrollment is 220 students for this first year.

Table 1: The Compass School of Texas Proposed Operations with Boone Year 2027–2028

Assumed and Projected Enrollments

School/Grade Levels	Number of Students*	Morning Arrival	Start Time	Number of Students*	Arrival Time for Pick-Up	Dismissal Time
Boone Elementary Pre-Kindergarten – Grade 4	**462***	7:30 AM	7:55 AM	462*	2:55 PM	3:15 PM
Compass Pre-Kindergarten – Grade 1	**96**	7:55 AM	8:25 AM	66	2:35 PM	2:50 PM
Aftercare Enrichment				30	3:30 PM	3:45 PM
Grade 2 – Grade 8	**124**	7:55 AM	8:25 AM	82	3:30 PM	3:45 PM
Aftercare Enrichment				42	4:30 PM	4:45 PM
Compass Total	**220***					
Total enrollment of both schools	**682***					

North Parking Lot TMP

All morning student drop-off and afternoon pick-up operations will occur on the north side of the campus. The north parking lot TMP (Figure 1) illustrates the recommended instructions to only make a right turn to Airline Road from Northwest Highway and not to cross over to Northwest Parkway. Parents should enter the campus from Airline Road at the driveway opening closest to Northwest Parkway (DW 5) and drive “English Style” to reach the north parking lot.

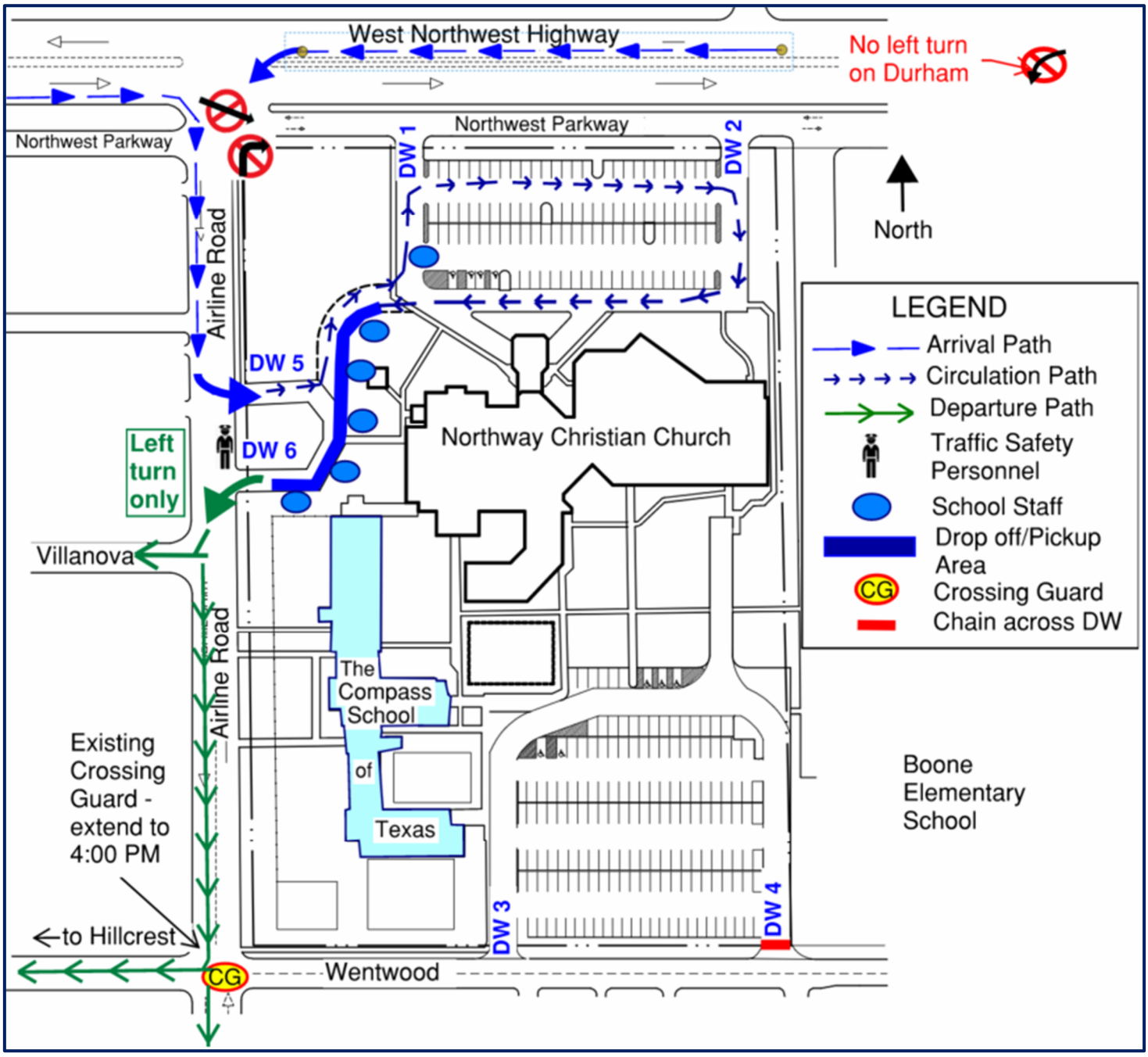

Figure 1: The Compass School of Texas – North TMP

The first release time of 2:50 PM will be for the youngest students in Grades Pre-Kindergarten, Kindergarten, Primer and First Grade. No left turn on Wentwood from southbound Airline would be permitted for those early release students. The crossing guard posted at Airline and Wentwood will be apprised of the TMP routing and requested to enforce the plan.

It is recommended to staff a second traffic safety person near the driveways at Airline for the first week of school and evaluate the necessity of continued traffic personnel.

An additional TMP exhibit for the north lot was prepared to illustrate additional available on-site queuing space on the north side of the campus. Circulation as shown in Figure 2 includes the pink, arrowed path indicated as "First in Line." These motorists would be those who entered the campus first and circulated through to the pick-up area. The blue, arrowed circulation path would be those motorists who entered after the pink line is full. After the pink line has moved up, the staff person would remove the traffic cone(s), and vehicles in the blue circulation path would proceed toward the pick-up area.

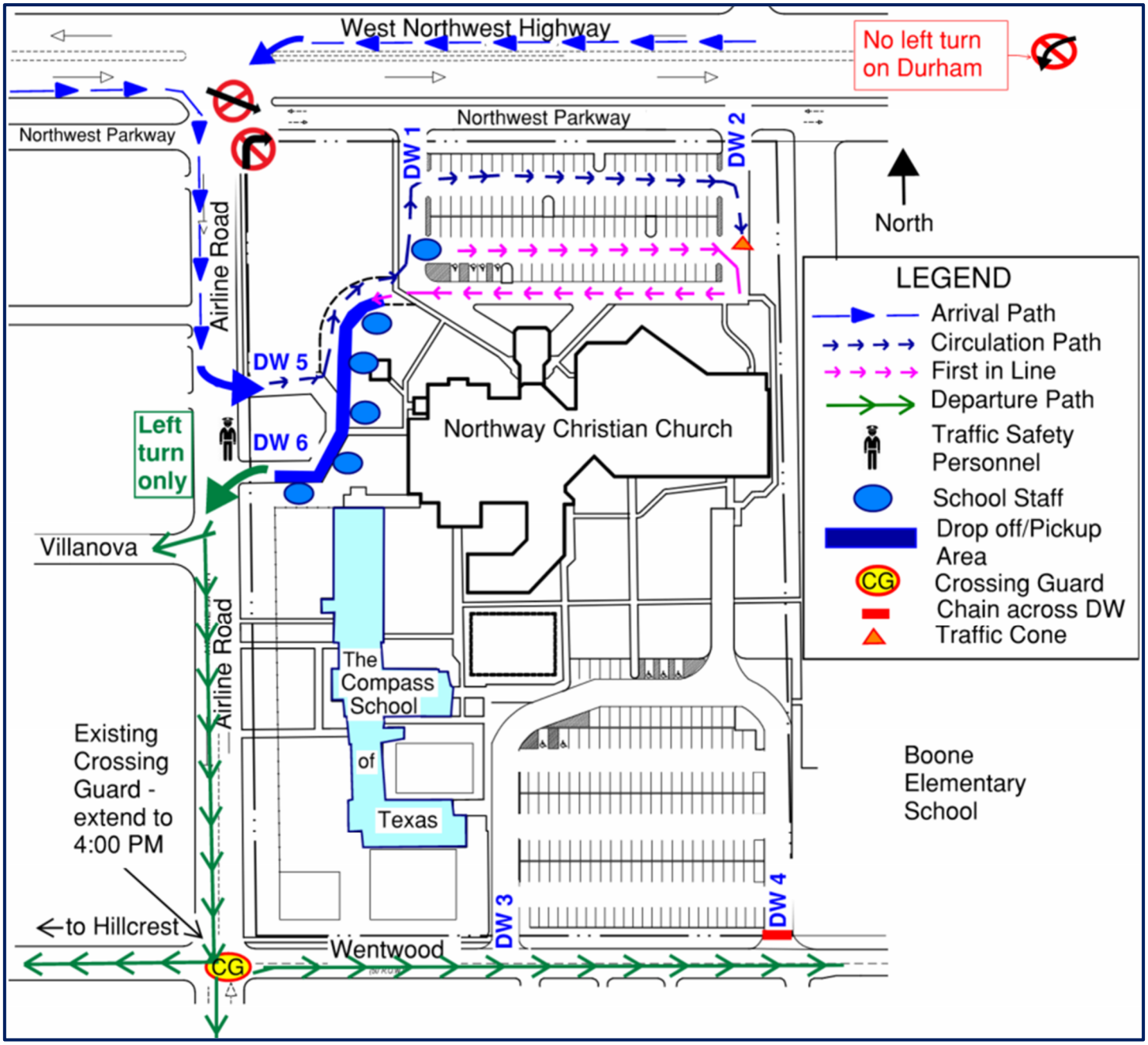

Figure 2: The Compass School of Texas - North TMP Additional Queue

Recommended instructions for parents who will utilize the north parking lot:

- No vehicular queuing is to occur on Airline Road.
- Enter the campus from Airline Road at DW 5 and follow the illustrated circulation path.
- Depart the campus onto Airline Road with a left-turn movement.
- No left turn on Wentwood from southbound Airline prior to 8:00 AM for morning operations or prior to 3:30 PM during afternoon operations.

An additional TMP was developed for the south parking lot to demonstrate that the campus has an alternate access point from adjacent public streets and on-site queuing space. This option could shorten the overall duration of pick-up operations and reduce the amount of time school-related vehicles remain in the surrounding neighborhood.

South Parking Lot TMP

Current Boone-related vehicle activity occurs on the northeast portion of the south parking lot and any plans to utilize the south parking lot for Compass vehicle queuing will be vetted through Northway Christian Church, Compass and Boone administrations.

The south parking lot TMP is illustrated on Figure 3. Access to the site for student drop-off and pick-up are proposed to be contained to the west driveway (DW 3) at Wentwood Drive.

Recommended restriction of four parking spaces during the school day drop-off and pick-up operations is illustrated with red crosshatched areas. With the recommended circulation, elimination of these parking spaces would provide for smoother circulation and reduce conflict with vehicles traveling in opposing directions.

Recommended instructions for users of the south parking lot:

- No vehicular queuing is to occur on Wentwood.
- Enter the western driveway (DW 3) from Wentwood with a left turn (timing for access from the east to coordinate with Boone).
- Depart the campus onto Wentwood with a right turn. (timing for access to the east to coordinate with Boone).
- The illustrated path from the entry to the beginning of the student loading zone is approximately 1,225 linear feet. With an assumed vehicle queue length of 22–25 feet, the illustrated path provides for up to 52 vehicles queuing within the property. The plan also provides for an “escape lane” adjacent to the loading zone.

Recommended instructions for all parents include:

- All student drop-off occur on the north side of the campus.
- Set up a carpool
- Do not arrive on campus before 7:55 AM. Exceptions will be evaluated on a case-by-case basis.
- Do not exit the campus and use Airline Road to Northwest Highway.
- No left turn on Wentwood from southbound Airline prior to 8:00 AM in the morning or prior to 3:30 PM in the afternoon.
- Follow directions and respect staff and other appointed traffic management personnel.

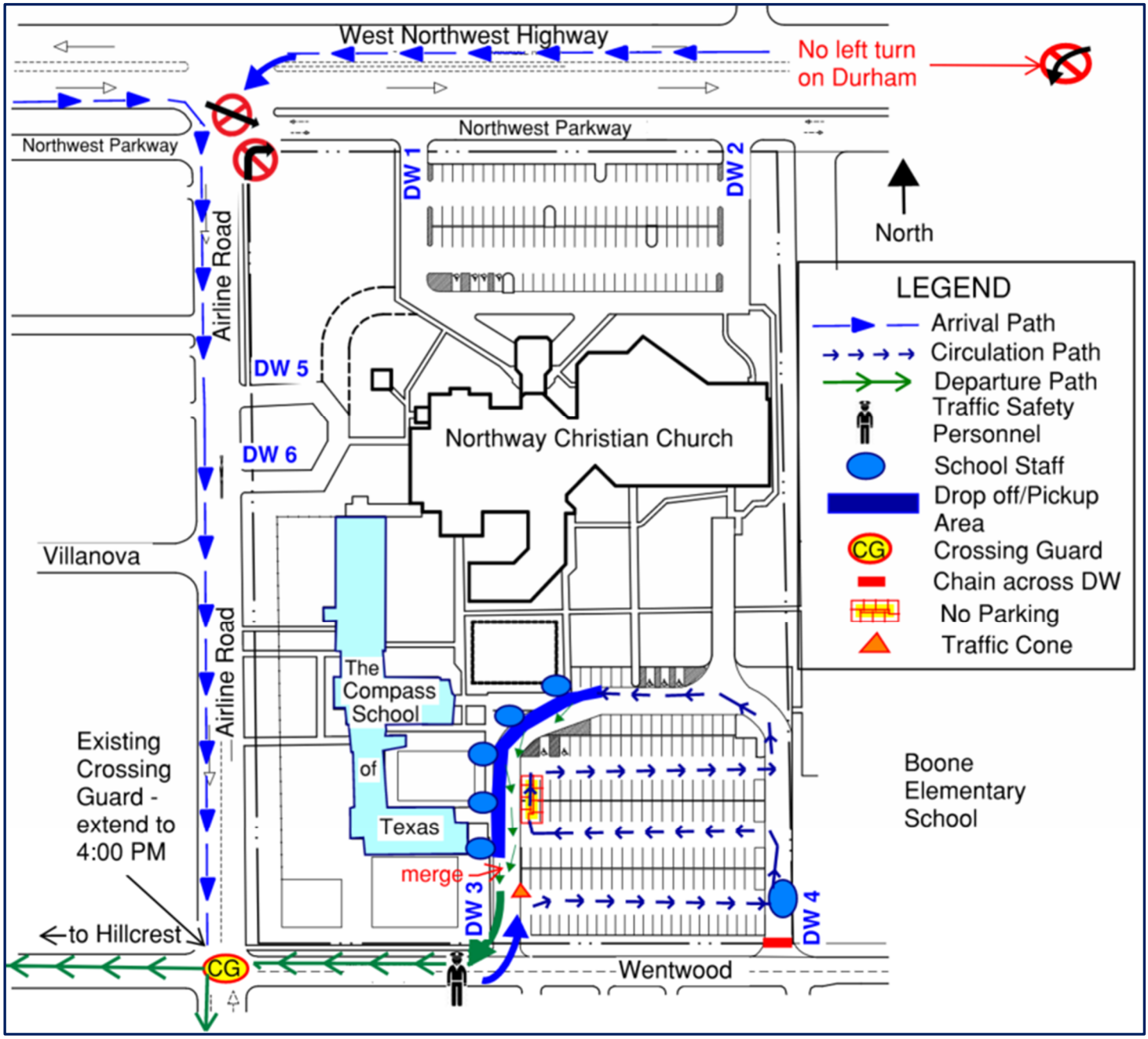

Figure 3: The Compass School - South Parking Lot TMP

- Arrive no earlier than 15 minutes prior to release time in the afternoon to reduce the accumulation of vehicles waiting in the queue.
- Minimize the distance between vehicles once in a queue (move up very near the vehicle ahead of you).
- Display family name or carline number for staff to see.
- Refrain from handheld cell phone use on school property.
- Remain alert and aware of staff, other vehicles, and potential pedestrians and bicyclists.
- If your child is not present to load into your vehicle, you may be waved on to exit the campus and circulate back through the line. Go over the procedures with your child.
- Depart from the loading area once your child is safely inside.

Recommendations for The Compass School of Texas

- Coordinate with the City of Dallas to extend the services of the Crossing Guard at Airline at Wentwood until 4:00 PM.
- Provide traffic control personnel at the exit driveway (DW 6) during school drop-off and pick-up periods.
- For a minimum of the first week of school, secure an additional traffic safety person for DW 5. Evaluation of the conditions at these driveways on Airline and opposing traffic will dictate the necessity of continued presence.
- Meet with the crossing guard(s) posted at Airline and Wentwood to go over the TMP routing and request to enforce the plan, especially "No Left Turn on Wentwood" from southbound Airline prior to 8:00 AM in the morning or prior to 3:30 PM in the afternoon.
- Adhere to the TMP guidelines
- Conduct TMP reviews annually until Grade 8 is added. After Grade 8 is added, conduct TMP reviews every two years.
- Continue to work with administration at the neighboring Boone Elementary to reduce conflicts between the two campus operations for all roadway users.

SCHOOL TMP REVIEW AND COMMITMENT

The school traffic management plan (TMP) for The Compass School of Texas was developed with the intent of optimizing safety and efficiently accommodating vehicular traffic generated during the school's typical student drop-off and pick-up periods. A concerted effort and full participation of the school administration are essential to maintain safe and efficient traffic operations.

By consent of this submittal, the school administration hereby agrees to implement, adhere to, and support the strategies presented in this TMP for which the school is held responsible until or unless the City of Dallas deems those strategies are no longer necessary through a minor amendment.

Signature

October 29, 2026
Date

Name: Shelly Sender
Title: Head of School, The Compass School of Texas