

Policy Committee Meeting
Thursday, February 16, 2023 4:00 PM

Dr. Matthew Prophet Education Center -
Mazama Conference Room (floor 2)
501 N. Dixon St.
Portland, OR 97227

Agenda

- I. Foundations and Parent Groups (60 minutes)
- II. Update on Community Use of Buildings (CUB) Administrative Directives (ADs) and fee schedule (25 minutes)
- III. Military Recruitment (15 minutes)
- IV. Religious Holidays (10 minutes)
- V. Public Comment (10 minutes) *5 Two-Minute slots*
Comments on topics related to an agenda item, may be called for during the agenda item.
**To sign-up for public comment email PublicComment@pps.net or call Kara Bradshaw at 503-916-3906.*
- VI. Adjourn

POLICY/PRACTICE ISSUES RELATED TO FUNDING OF POSITIONS BY LSF OR INDIVIDUAL SCHOOL FOUNDATIONS
PPS Policy Committee Discussion–February 16, 2023

Following the Board’s work session on December 6, 2022, in which there was no clear consensus on how to revise existing policy and practices related to the funding of certain school-based positions by Local School Foundation/Independent Foundation, staff has summarized discrete policy/practice decisions that may have support from a majority of Board members for consideration this year. Staff expects future Boards may address these and related issues (*e.g.*, other parent fundraising) more comprehensively in the future.

Policy/Practice Issue	Existing Practice	Revision Option 1 (by issue)	Revision Option 2 (by issue)
Fundraising			
Percentage of Local School Foundation (LSF) or Individual Foundation (IF) funds raised that are deposited into District Foundation and redistributed to underserved schools.	33% after first \$10,000 distributed through the PPS Parent Fund to schools.	40% after first \$_____ distributed through the PPS Parent Fund to schools.	50% after first \$_____ distributed through the PPS Parent Fund to schools.
Positions funded by LSF fundraising dollars	Selected by principal in collaboration with LSF and IF leadership. This is most often, full or part-time educational assistants, school secretaries, teachers).	Position must explicitly and directly support the school improvement plan, determined by principal and approved by their Area Senior Director.	Positions funded by LSFs are limited to educational assistants and other school supports that are not licensed educators.
Number of Positions Funded	No limits to the number of FTE that can be funded by LSFs.	Limit total FTE funded by LSF at ____.	Limit total of licensed staff at ____. Limit to certificated staff at ____.
Expand use of LSF fundraising dollars to include non-personnel expenses (<i>e.g.</i>, playground equipment)	LSFs fundraising dollars can be used to fund FTE	LSF fundraising dollars to support other school fundraising needs, including capital and non-personnel activities (subject to District approval).	

Policy/Practice Issue	Existing Practice	Revision Option 1	Revision Option 2
Event Operations			
Access to school fundraising events	Admission is often charged as part of fundraising; those who can't afford to pay often may attend only by volunteering.	Include all who wish to participate by requiring 10% of admission tickets be at no charge.	
Limitation on certain auction items	There are best practices recommended	No school-based privileged experiences—e.g., principal for a day, single locker assignments, parking space, etc. Any student experience items must be open to the entire cohort regardless of who bought the item.	

Recent Administrative Changes

- Beginning in the 2021-22 school year, School Administrators are responsible for ensuring that their school-based foundation dollars are paying for the *actual* FTE position that is being added to their staffing plan. This enables increased consistency and tracking of staffing positions supported by school-based foundation dollars.
- Beginning in the 2022-23 school year, Independent School Foundations provide funding to cover staffing (FTE) *at the beginning of the school year*, rather than being invoiced at the end of the school year.

ESSER School Improvement One-Time Grants

For the 2023-2024 school year, each school will receive an ESSER School Improvement Grant (between \$102,000 and \$124,000) to be used to address achievement gaps and may be used for Professional Development, Targeted Intervention for a focal set of students, FTE for academic support, or other non-FTE-related efforts that support improved student outcomes.

Schools that plan to use more than \$75,000 from local school foundation resources, excluding PPS Parent Fund Awards, cannot use this school improvement grant on staff FTE. Schools that plan to use less than \$75,000 from local school foundation resources can use at most 70% of the overall ESSER school improvement grant on staff FTE.



PORTLAND PUBLIC SCHOOLS

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MEMO

Date: February 16, 2023
To: Policy Committee
From: Dana White, Director of Planning and Real Estate Management
Subject: CUB Permit Partial Recovery Costs for Community Use

At the January 26, 2023, Policy Committee meeting, the majority of the Committee agreed to move the recommendation to rescind policies 3.30.020-P Limitations On Use Of Facilities and Grounds - All Groups or Individuals and 3.30.030-P Limitation On Use Of Facilities And Grounds - (Non-students) and revise policy 3.30.010-P Community Use of School Buildings and Facilities and move these items to the full Board of Education for a First Reading at the March 7, 2023, meeting. Separate from the policy discussion, members of the Policy Committee requested information on current Civic Use of Building (CUB) permit fees. This memo addresses this request for information.

Background

Portland Public Schools makes its facilities available for community use before and after school and on weekends through permits issued by its CUB office. Consistent with other school districts in the region, PPS charges fees for use of facilities. These fees help school districts recover a portion of the costs of the use of the facilities including utilities, custodial supplies, general maintenance from wear and tear, etc. Additionally, direct expenses for custodial overtime services - when weekend use is requested - are charged. Waivers for the weekend custodial charges are available for our Title1/CSI/TSI schools (8 hours/academic year) for school and community large group events (such as fundraisers) under Policy 3.30.010-P Community Use of School Buildings and Facilities.

In 2015, PPS completed a roughly 18-month long review of its CUB policy, procedures and fee schedule. The effort included analysis of best practices of peer districts, a customer survey, review of operations and maintenance costs, and stakeholder meetings that included our SUN and Child Care partners. The Board adopted Resolution No. 5337 Amend Community Use of School Buildings and Facilities Policy on September 27, 2016.

All permit fees generated through the CUB permit process to recover part of the cost of CUB uses go into the General Fund to help fund the District's mission to educate its students. Approximately \$1.6 million was generated from 3rd-party facility use in fiscal year 2019/2020 prior to the COVID pandemic.

Changes to Facility Use Fees

Policy Committee members requested information on the impact of reducing or eliminating facility use fees for 3rd-party, non profit organizations that support PPS students. One example discussed at the meeting was reducing or waiving fees for nonprofit organizations whose participants are "majority PPS students." The PPS Real Estate/CUB team is working on an assessment and analysis which will include

the Operational and Fiscal impacts. Although that work is not complete, we want to provide some context for those areas, which will inform part of our analysis.

Operational Impacts: In calendar year 2022, PPS issued approximately 4500 CUB permits (substantially less than the 7,500 permits issued in the year prior to the COVID pandemic). Each submitted application follows the permit approval process, where one-on-one discussions with applicants is common and often time consuming. PPS's goal is to respond to each request within 2 business days. Inserting into the CUB permit review process an evaluation of each applicant's membership to confirm the percentage of PPS students served, would have material operational impacts. Staff have not completed a detailed analysis, however it's reasonable to assume adding the responsibility to analyze each application would result in a combination of required additional resources to support the workload (e.g. additional CUB staff) and/or a reduction in CUB permit review timeline (in other words, the reviews will take longer).

Fiscal Impacts: As noted above, in 2019/20, the District recovered approximately \$1.6 million of the costs associated with 3rd-party facility use. Depending on how broad the eligibility for permit reduction, the financial impact could be well over a million dollars reduction to the General Fund. As noted above, facility use fees help partially offset incurred costs.

Next Steps

Staff will continue to investigate the potential impacts of a facility use fee waiver/reduction and will develop options for consideration. Staff estimates this scope of work to require approximately 90-120 days.

6.20.043-P Military Recruitment

- (1) The resolution adopted by the Board regarding military recruitment does not prohibit a teacher, counselor or administrator in the district, at his or her professional discretion, from providing information to a student about career and educational opportunities in the military, or from referring a student to a recruitment office.
- (2) Schools will provide, at students' requests, transcripts, records and references to military offices and institutions to facilitate military scholarships and appointments or enlistment for military service.



- ~~(3) Any district employee providing information or referral under sections (1) or (2) above or responding to other inquiries regarding military enlistment will advise the student about the military's policy regarding sexual minorities.~~
- ~~(4) Administrative directive 6.20.041 reflects appropriate administration of the resolution adopted by the Board in all other respects.~~

Legal References:

History: Adpt 5/21/01, BA 1877, amd ___/23



BACKGROUND

At the January 26, 2023, Policy Committee meeting, staff was asked to provide a summary of the impact and implementation of adding two additional holidays—Rosh Hashanah and Eid—to the PPS school calendar. These were the two holidays identified by Ida B. Wells-Barnett students in Board meeting public comment during the 2021-22 school year. Since that time, following discussions at the Policy Committee, the District has added certain religious holidays to the District calendar with instructions to schools and central office departments to not schedule school- or District-wide events on those dates. The current question contemplates adding two days where District operations would be closed in recognition of those religious holidays.

SELECTION OF HOLIDAYS

As we have discussed in the context of identifying religious holidays for limiting District- and school-wide activities, the selection of particular holidays for closure must be made with religiously neutral criteria—that is, a basis that is not grounded in a particular religion (e.g., a religious population threshold). The District would need to identify those criteria and determine which religious holidays satisfied those.

IMPACT CONSIDERATIONS

- **Instructional Hours:** Adding additional holidays for District-wide recognition and closure would likely require adding additional days to the school year to meet State of Oregon minimum instructional hours requirements for all grades and to not erode the instructional time students currently receive.
- **Bargaining:** How the holidays would be recognized, including whether they are paid or unpaid and how the school calendar is affected, would have to be bargained with our labor partners.
- **Budget:** If the holidays are paid days off and if additional school days were added to the calendar, the fiscal impact is approximately \$2.5 million per day added. In some years, adding additional days to extend the school year might extend the teacher school year into Juneteenth, which would add an additional paid holiday to the budget that year.