



**PORTLAND PUBLIC SCHOOLS**  
**DIVISION OF INSTRUCTION & SCHOOL COMMUNITIES**

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**Date:** October 4, 2022  
**To:** Portland Public School Board  
**From:** Dr. Cheryl Proctor, Deputy Superintendent  
**Subject:** Required Instructional Time Exemptions

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## **INTRODUCTION**

OR 581-022-2320 Required Instructional Time allows for school districts in Oregon to use exemptions to ensure compliance with this OAR. During the 2021-22 school year, PPS had November 12, 2021 and January 31, 2022 converted from instructional days to professional learning days and one snow day on April 11, 2022. Because these three days were not made up, some schools and grade levels fell out of compliance with this OAR. Staff is asking the Board to approve a resolution to utilize allowable exemptions making the district compliant with the OAR.

## **RELATED POLICIES**

OR 581-022-2320 Required Instructional Time requires all school districts to ensure that at least 92% of all students in the district and at least 80% of all students at each school operated by the district are scheduled to receive annually the minimum hours of instructional time as follows:

- a. Grade 12 - 966 hours;
- b. Grades 9-11 - 990 hours; and
- c. Grades K-8 - 900 hours.

## **ANALYSIS OF THE SITUATION**

For the 2021-22 school year, all schools are in compliance with Required Instructional Time, as defined by OR 581-022-2320 Required Instructional Time, except the following schools and grade levels:

- Kindergarten across the District
- 12th Graders at Cleveland and Roosevelt High Schools
- Alliance High School - Alternative High School
- Metropolitan Learning Center (MLC) Grades K-8 - Alternative School

### **Kindergarten**

Kindergarten students across the District did not meet the 900 hours because Kindergarten had three fewer instructional days as compared to all other grade levels. Kindergarten had three days built into the calendar to welcome families and students to school. These three days combined with the two days converted to professional development days and the snow day caused all Kindergarten students to have less than the required 900 hours of instructional time. Most schools' Kindergartens were 1 hour short of the requirement, and Faubion and Boise-Eliot/Humboldt Schools were 6 hours short of the requirement. Faubion Kindergarten missed an additional day of instructional time because of the transition to Temporary Distance Learning

(TDL) on January 11, 2022, and Boise-Eliot missed an additional day on November 1, 2021 because of a gas leak at the school.

### **Seniors at Cleveland HS (CHS) and Roosevelt HS (RHS)**

Due to the two professional development days, the snow day and the one-day transitioning to TDL - CHS on January 14, 2022 and RHS on January 10, 2022, seniors at CHS and RHS were short of the 966 hours required for students in 12th grade. CHS was short 5 hours and RHS was short 9 hours.

### **For Board Approval - Required Instructional Time Exemption 6d**

In order for Portland Public Schools to be in compliance with Required Instructional Time as we report on Division 22, the Board will need to approve the following exemption for both Kindergarten across the District and 12th Graders at CHS and RHS:

- (6) Upon approval by the local school board, a district may include in its calculation of instructional time required by subsection (1) of this rule the following:
  - (d) Up to 30 hours for staff professional development;

### **Alternative Schools**

Alliance HS instructional program, as an alternative school, is designed to provide students with flexible time options and assesses students prior to placement per regulation. As with other alternative high schools within Multiple Pathways to Graduation, Alliance High School provides a school model which welcomes students who may work full time and/or have other family obligations, such as child care responsibilities, which does not allow them to attend school full time. Additionally, many students at Alliance are older students with few credits needed to graduate. For these reasons, by design, students in alternative schools frequently have personalized educational plans which do not include a full day of classes, and therefore, do not complete the required 990/966 instructional hours. This was the situation for Alliance High School in the 2021-2022 school year.

Metropolitan Learning Center (MLC) uses project-based learning as a key component of MLCs program for many years and dismisses students early on Fridays to allow for the development of rich learning experiences for students. Therefore, students in grades K-8 did not meet the required 900 hours because, within the MLC K-8 schedule, there is time on Fridays without students for teachers to receive professional development on the MLC project-based curriculum.

### **For Board Approval - Required Instructional Time Exemption 4**

In order for Portland Public Schools to be in compliance with Required Instructional Time as we report on Division 22, the Board will need to approve exemption 4 for Alliance HS and MLC:

- (4) A school district may request permission to exempt an alternative education program as defined in ORS 336.615 from the requirement in subsection (1). The request must be made in writing to the Deputy Superintendent of Public Instruction. The Deputy Superintendent is authorized to grant permission under this section without obtaining approval from the State Board of Education. Permission will be granted where:
  - (a) The request is made with the approval of the school district's governing school board;
  - (b) The school district is using an evidence-based strategy that includes flexible time options; and
  - (c) The school district has implemented a system to assess students prior to placement to determine whether placement in an alternative education program is appropriate.

**TIMELINE FOR IMPLEMENTATION:**

- By November 1, 2022: school district superintendents report to their local School Board the district’s compliance with all Division 22 Standards, including Required Instructional Time, for the 2021-22 school year.
- PPS will provide the Division 22 Report at the October 25, 2022 Board Meeting. With approval of these exemptions, PPS will be in compliance with OAR 581-022-2320.

**BOARD OPTIONS WITH ANALYSIS**

To make the district compliant with OAR 581-022-2320 Required Instructional Time, the Board needs to approve exemption 4 for the 2021-22 school year for alternative schools Alliance HS, Metropolitan Learning Center, and the Online Learning Academy and exemption 6d for Kindergarten and 12th Graders at Cleveland High School and Roosevelt High School;

Should the Board choose not to support Exemption 4 and/or 6d, PPS will not be in compliance with the Division 22 Statute for Required Instructional Time

**STAFF RECOMMENDATION**

Staff recommends that the Board approve exemption 4 and 6d in order to be in compliance with the Division 22 OAR regarding Required Instructional Time for the 2021-22 school year.

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*As a member of the PPS Executive Leadership Team, I have reviewed this staff report.*

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