



PORTLAND PUBLIC SCHOOLS
AND REAL ESTATE

OFFICE OF PLANNING

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MEMO

Date: March 20, 2023

To: School Board

From: Dana White, Director of Planning and Real Estate Management
Dan Jung, Chief Operating Officer

Subject: Policy Revision - 3.30.010-P Community Use of School Buildings and Facilities

UPDATE

The policy committee recommended additional changes on March 16, 2023 since it was put before the School Board on March 7, 2023. The second first reading will take place on April 25, 2023.

BACKGROUND & ANALYSIS

Portland Public Schools (District) makes its facilities available for community use before and after school and on weekends through permits issued by its Civic Use of Buildings (CUB) office. This is an important service the District provides to the community, and the facilities and grounds are extensively used.

District grounds are at times used during school and non-school hours without a permit and for prohibited activities, such as off-leash dog parks, consumption of alcohol, and other prohibited activities. In some cases, the situation has escalated to a point that fields must be closed to the public in order to protect the health and safety of our students and staff. Such intermittent closures are decided in concert with Principals, Security Services, Facility Operations Managers, and other District staff. The proposed revisions in 3.30.010-P clarify and update the policy to make clear that the Superintendent may craft rules and exercise and delegate discretion to maintain the safety of students and preserve assets.

Staff recommends incorporating the procedural language contained in these policies:

3.30.020-P Limitations On Use Of Facilities and Grounds - All Groups or Individuals

3.30.030-P Limitation On Use Of Facilities And Grounds - (Non-students)

into a new Administrative Directive, 3.30.013-AD, as authorized by the revised CUB Policy 3.30.010-P Community Use of School Buildings and Facilities as proposed. The specific content of those policies is better suited for an Administrative Directive that maintains fidelity to the overarching policy. If the Board votes to rescind these two policies, staff will present the amended AD to the Superintendent for approval.

RELATED POLICIES/BEST PRACTICES

Board Policy 8.70.040-P Preservation, Maintenance, and Disposition of District Real Property

FISCAL IMPACT

None.

COMMUNITY ENGAGEMENT (IF APPLICABLE)

There was no public comment about the proposed changes to 3.30.010-P or the rescinding of 3.30.020-P or 3.30.030-P before the Policy Committee. There will be at least 21 days for public comment after the First Reading of these proposed changes.

TIMELINE FOR IMPLEMENTATION / EVALUATION

If the revisions to the CUB Policy receives Board support and standard protocols are followed for public comment, the revised policy would go into effect upon Board approval.

STAFF RECOMMENDATION

Staff recommends that the Board adopt the revisions of CUB Policy 3.30.010 P.

Staff further recommends that the Board rescind policies 3.30.020-P and 3.30.030-P as they outline procedural requirements better served in an Administrative Directive.

