

BOARD OF EDUCATION

Portland Public Schools
REGULAR MEETING
 July 25, 2017

Board Auditorium

Blanchard Education Service Center
 501 N. Dixon Street
 Portland, Oregon 97227

Note: Those wishing to speak before the School Board should sign the public comment sheet prior to the start of the meeting. No additional speakers will be accepted after the sign-in sheet is removed, but testifiers are welcome to sign up for the next meeting. While the School Board wants to hear from the public, comments must be limited to three minutes. All those testifying must abide by the Board's Rules of Conduct for Board meetings.

Public comment related to an action item on the agenda will be heard immediately following staff presentation on that issue. Public comment on all other matters will be heard during the "Public Comment" time.

This meeting may be taped and televised by the media.


AGENDA

- | | | |
|----|--|---------|
| 1. | <u>STUDENT AND PUBLIC COMMENT</u> | 6:00 pm |
| 2. | <u>REPORT: SCHOOL OPENING</u> <ul style="list-style-type: none"> • District-wide Opening • Faubion, Franklin, and Roosevelt | 6:30 pm |
| 3. | <u>BOND 2017 UPDATE: ENVIRONMENTAL HEALTH, SAFETY AND ACCESSIBILITY</u> | 6:45 pm |
| 4. | <u>UPDATE: PUBLIC RECORDS POLICY AND STATE LAW UPDATE</u> | 7:15 pm |
| 5. | <u>UPDATE: SUPERINTENDENT RECRUITMENT</u> | 7:25 pm |
| 6. | <u>BOARD POLICY MANUAL, OPERATING POLICY, AND BOARD COMMITTEES</u> | 7:30 pm |
| 7. | <u>BOARD COMMITTEE AND CONFERENCE REPORTS</u> | 7:45 pm |
| 8. | <u>OTHER BUSINESS</u> | 7:50 pm |
| 9. | <u>ADJOURN</u> | 8:00 pm |

Portland Public Schools Nondiscrimination Statement

Portland Public Schools recognizes the diversity and worth of all individuals and groups and their roles in society. The District is committed to equal opportunity and nondiscrimination based on race; national or ethnic origin; color; sex; religion; age; sexual orientation; gender expression or identity; pregnancy; marital status; familial status; economic status or source of income; mental or physical disability or perceived disability; or military service.

Chinese, Russian, Somali, Spanish and Vietnamese Interpreters now present at every Board Meeting.





PORTLAND PUBLIC SCHOOLS

2017 Bond


Health and Safety Update

July 25, 2017



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**OVERVIEW OF ASSESSMENT
PROCESS**





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Environmental Health & Safety Programs

- 57 Total Programs
- 29 General Occupational Safety
- 10 Environmental
- 10 Chemical Safety
- 1 Radiation Safety
- 3 Biological Safety
- 4 Administrative
- 10 Regulatory Agencies/Commissions
- Over 60% labor hours is building related




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Gap Analysis Methodology


- Identify all EHS Programs
- Required by Regulation?
- Investigate Program Operating Strategy
- Estimate Current Labor/Resource Commitment
- Identify Gaps
- Determine Risk Profile
- Conduct “Abridged” Institutional/Enterprise Risk Assessment



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Risk Assessment Resources

- Yoe, Charles. 2012. *Principles of Risk Analysis-Decision Making Under Uncertainty*. Boca Raton, FL: Taylor & Francis Group, LLC. CRC Press. <https://www.amazon.com/Principles-Risk-Analysis-Decision-Uncertainty-ebook/dp/B008KZUQGU>
- Council of the Great City Schools. Spring 2016. *Enterprise Risk Management in the Great City Schools*. Washington D.C. http://www.cgcs.org/cms/lib/DC00001581/Centricity/Domain/87/EntRiskMan_Report_R5.pdf
- *Institutional Risk Management*. University of North Carolina Wilmington <http://uncw.edu/ba/irm/index.html>
- *Institutional Risk Management*. Vanderbilt University <https://www4.vanderbilt.edu/internalaudit/institutional-risk-management/>
- RIMS. The Risk Management Society. *Enterprise Risk Management - What is ERM?* <https://www.rims.org/ERM/Pages/WhatIsERM.aspx>
- Casualty Actuarial Society Enterprise Risk Management Committee. 2003. Overview of Enterprise Risk Management. <https://erm.ncsu.edu/az/erm/i/chan/m-articles/documents/CasualtyActuarialSocietyOverviewofERM.pdf>

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EHS Institutional/Enterprise Risk Assessment Severity/Consequence

<p style="text-align: center;">Financial</p> <p>Very High - >\$1,000,000 High - \$100,001 – 1,000,000 Moderate - \$10,001 – 100,000 Low - \$1,001 – 10,000 Very Low – 0 - \$1,000</p>	<p style="text-align: center;">Human</p> <p>Very High – Fatality/Catastrophe/Perm. Disability High – Serious Injury/Illness >3 Mo Disability Moderate – Serious Injury/Illness <3 Mo Disability Low – Minor Injury/Illness <1 Week Sick Leave Very Low – No Injury/Illness Only 1st Aid</p>
<p style="text-align: center;">Operations</p> <p>Very High – Cease Operation(s) High – Extensive Impact MOU' >1 Week Moderate – Extensive Impact SOU/MOU <1 Week Low – Minor Impact Single Operating Unit (SOU) Very Low – Little or No Impact</p>	<p style="text-align: center;">Environmental</p> <p>Very High – Uncontrolled Release High – Controlled Release (High Impact) Moderate – Controlled Release (Mod. Impact) Low – Controlled Release (Min. Impact) Very Low – De Minimis Impact</p>
<p style="text-align: center;">Reputational</p> <p>Very High – Multi-Media Release >1 Month High - Multi-Media Release <1 Month Moderate –Single Media Release (Inj./Illness) Low – Single Media Release (Reg. Issue Only) Very Low – No Media Coverage</p>	<p style="text-align: center;">Regulatory</p> <p>Very High – Cease Operations High – Repeat Violations/Increased Fines Moderate – Citation & Fine/Permit Violation Low – Citation w/No Fine Very Low – No Citation</p>



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Health & Safety Risk Categories

- Financial Risk – Risk of an economic loss/cost resulting from failure to adequately manage an EHS program.
- Operations Risk – Risk of a loss of personnel, equipment, utilities or classroom/building space critical to PPS objectives, strategy and operations.
- Reputational Risk – Risk of a loss of internal and/or public image, reputation or trust.




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
Health & Safety Risk Categories (Cont'd.)


- Human Health/Safety Risk – Risk of human injury, illness, disability or fatality.
- Environmental Risk – Risk of a controlled or uncontrolled release of a hazardous material to air, water or soil.
- Regulatory Risk – Risk of regulatory finding resulting in a citation, fine and/or an impact on operations.





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2017 Authorization - Additional Health & Safety Projects

	\$150 MILLION	
	Dollar amount	Schools funded
 Water quality		
 Fire/Life safety alarms & sprinklers	\$28,492,000	Up to 90
 Asbestos	\$25,849,990	Up to 16
 Lead-based paint	\$12,000,000	Up to 48
 Roofs/Building envelopes/ Foundations (Air quality)	\$16,623,936	Up to 88
 ADA	\$50,907,949	Up to 14
 Radon	\$10,000,000	Up to 9
 Radon	\$1,126,125	Up to 30
 Security systems/Fencing	\$5,000,000	Up to 11



-  PORTLAND PUBLIC SCHOOLS
- ### Possible Prioritization Methods
- Across the Board
 - Catastrophic Risk
 - Public Awareness
 - Operational Savings
 - Economy of Scale / Cluster of Risks
 - Readily Achievable
- 



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Prioritization Process

- Identify four risk variables per H&S project category
- Assign numeric risk to each variable
- Sum total of risk values for each category



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Prioritization Example: Roofs

Variable	Percent of Roof Area Requiring Replacement	Roof Leak History	Profile of Roof	Building Structural System
Risk	Roof Leak	Dry Rot or Mold	Roof Collapse Due to Snow Load Event	Roof Collapse Due to Seismic Event
Indicator	100% to 0% of Replacement Need	Recorded Work Orders Since 2009 (TRIRRIGA)	Flat or Sloped	Unforced Masonry or Other
Numeric Values	1 to 0 as percentage of 1 e.g. a roof assessed as 90% replacement need the numeric value would equal 0.9	> 10 = 1 < 10 = to 0 as a percentage of 1 e.g. 9 work orders the numeric value would equal 0.9	Flat Roof = 1 Slope Roof = 0	Unreinforced Masonry = 1 Other = 0

Equity-based value to be applied to the overall category ranking;
list projects in ranked order





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Work Flow Progress

- **Immediate** - (largely) completed by end of summer 2017
- **Intermediate** - (largely) completed between Fall 2017 and beginning of summer 2018
- **Future** - (largely) starting the summer of 2018




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Radon Mitigation Systems Overview

- Radon is a naturally occurring radioactive gas and long-term health hazard
- Oregon Health Authority and new Healthy and Safe Schools act requires testing every five years
- Radon mitigation systems in PPS are required to have a ten-year warranty

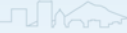



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Radon Mitigation Systems

Recently Completed: (*Immediate*)

• Meek Cafeteria	\$12,100
• Lent - Office	\$40,246
• Lent - Music Room	<u>\$ 7,839</u>
	\$60,185





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Radon Mitigation Systems

Currently: (*Intermediate*)

- Design validations are in progress for
 - Skyline - Room 105A
 - Ockley Green
 - Gym, PE office, Dance room
- Bidding for mitigation systems in 26 rooms at 15 schools to be started ASAP and completed by March 2018
- Final validation testing 2017-2018 during the winter heating season




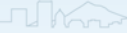


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Asbestos Abatement Overview

Asbestos is a mineral fiber that occurs in rock and soil.

- 2,412 recorded applications in PPS
- 6 local abatement firms contracted
- Proof of clearance during each abatement by an independent 3rd party




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Asbestos Abatement

Completed: (*Immediate*)

- Abatement of pipe insulation. Examples include Wilson Auditorium prop room, Buckman basement
- Pre-2017 bond, small-scale abatement projects
- Abatement as part of repairs/ construction





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Asbestos Abatement

Currently: (*Intermediate*)

- Asbestos Containing Material (ACM) tile flooring replacement at Stephenson, Sitton, and Beaumont cafeteria
- Modernization Projects
- When integral to minor construction or repair



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Asbestos Abatement

Next Summer: (*Future*)

- Abatement projects of significant square footage such as flooring, ceilings, and spray-on fire proofing.

Examples include Harrison Park, Jason Lee, Jackson, Holladay Annex



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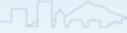
Water Quality Projects


CH2M Planning, Evaluation and Implementation Services

- July, 2016 – June, 2017
 - Planning & Evaluation: field surveys to evaluate fixtures and filters, assistance with identifying fixtures to be replaced, preparation of a capital cost estimate, development of standard operating procedures, and a review of PPS asset management program for potable water fixtures
 - Implementation: support in putting together implementation plan for District-wide fixture replacement project

Phase A: Fixture Replacement & Testing

- Summer, 2017:
 - Roll-out: roll-out of fixture replacements, water sampling, and testing
 - Bidding: bid out work at schools in each cluster that don't have summer programs and so are available for plumbing work





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Water Quality Phase A Summer, 2017 School Sites

Selection Criteria: schools in each cluster that don't have summer programs and so are available for plumbing work

<p>Cleveland Cluster</p> <ul style="list-style-type: none"> • Lewis • Woodstock <p>Franklin Cluster</p> <ul style="list-style-type: none"> • Atkinson • Richmond <p>Grant Cluster</p> <ul style="list-style-type: none"> • Beverly Cleary/Fernwood • Hollyrood <p>Jefferson</p> <ul style="list-style-type: none"> • Applegate • Chief Joseph • Alliance at Meek 	<p>Lincoln Cluster</p> <ul style="list-style-type: none"> • Chapman • Skyline • West Sylvan <p>Madison Cluster</p> <ul style="list-style-type: none"> • Rose City Park • Sacajawea <p>Roosevelt Cluster</p> <ul style="list-style-type: none"> • Astor <p>Wilson Cluster</p> <ul style="list-style-type: none"> • Hayhurst
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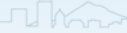



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Water Quality Projects

Phase A: Fixture Replacement & Testing (continued)

- Summer 2017 (continued):
 - Testing: place fixtures that pass water test into service
 - Phase B: for those fixtures that don't pass water test, proceed with Phase B partial pipe replacement
- Fall 2017: bid out fixture replacements in balance of 90 sites in all 8 clusters, coordinating work during non-school hours





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Water Quality Phase B

Phase B Partial Pipe Replacement

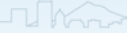
- Summer/Fall 2017:
 - Level of Service: if a fixture does not meet the water quality threshold, the District will determine the level of service needed at a given school site
 - Partial Pipe Replacement Design: if this level of service justifies a partial pipe replacement, a mechanical engineer will design a partial pipe replacement profile for the fixture
 - Contracted Partial Pipe Replacement: contractor will price out and execute this partial pipe replacement work and the fixture will be re-tested
 - Water Test: if the fixture passes the water test, it will be re-opened




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Lead Paint Containment

- **PBS Environmental + Engineering Lead Paint Surveys**
 Fall 2016 – Spring 2017
 - Surveys: visual inspection and assessment of all interior and exterior painted building surfaces at 92 District sites
 - Reports: documentation of those painted surfaces in deteriorated condition, as defined by US HUD guidelines
 - Summary: approximately 1 million square feet of painted surface was determined to be in deteriorated condition
- **Exterior Painting Projects**
 Spring/Summer 2017
 - Selection Criteria: PPS selected 4 schools, Astor, Atkinson, Hayhurst and Woodstock, that are wood sided with deteriorated exterior paint
 - Bidding: PPS bid out and contracted for complete exterior painting at these 4 school which will be completed this summer
 - Future Summers: packaging of exterior painting with other H & S projects




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Lead Paint Containment

- **Interior Lead Paint Containment**
 Summer/Fall 2017
 - PPS Painters: hiring of 5 new painters to be dedicated to addressing lead paint containment
 - Prioritization: prioritization of 20 sites with the most deteriorated paint as reported by PBS and with the presence of K-2 students
 - Order of Work: order of work based on starting with those schools without summer programs to allow the greatest amount of work to occur this summer

James John	Sunnyside	MLC
Winterhaven	Irvington	Buckman
Ainsworth	Sabin	Laurelhurst
Odyssey/E.S.	Marysville	Duniway
Applegate	Beach	Edwards
Skyline	Woodlawn	Terwilliger
	Grout	

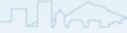
Starting Summer, 2018: undertaking lead paint containment at balance of 92 District sites.




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Fire Alarm Systems


- 2016 Inter-Governmental Agreement (IGA) between PPS and City of Portland Fire and Rescue
 - Agreement: this document defines the process and schedule for PPS to upgrade fire alarm systems in accordance with fire code requirements
 - Ongoing Work: PPS has ongoing work at multiple sites that are upgrading fire control panels and fire detection/annunciation devices based on this IGA's requirements
 - Groups and Phasing: the District is broken into 2 groups to ensure that the oldest fire systems are addressed first; fire alarm system upgrades are broken into two phases for the purpose of scheduling the necessary permitting and construction work
 - Bond Resources: PPS is in discussions with City of Portland about options for combining the performance of work by PPS fire alarm staff with outside contractors to take advantage of bond resources in the most effective way possible
- Status of Work
 - Group 1, Phase 2: fire alarm control panel upgrades are complete, with fire detection/annunciation upgrades ongoing
 - Group 2, Phase 3: fire alarm control panel and fire detection/annunciation upgrades partly complete



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Fire Sprinkler Systems

- Prioritization Criteria
 - Sprinkler Coverage: buildings with less fire sprinkler coverage, increasing the potential spread of fire and smoke, are prioritized
 - Type of Construction: buildings constructed primarily of wood, increasing the potential spread of fire and smoke, are prioritized
 - Occupants: buildings with K-2 classrooms, limiting the ability to safely exit building during a fire due to the age of occupants, are prioritized
 - Exiting: buildings with multiple stories, limiting the ability to safely exit building during a fire due to distance to nearest building exit, are prioritized
- Ranking of Schools
 - Ranking: each of the 4 criteria is assigned a score of 0 to 1 based on the associated risk, with each school ranked a total of 0 to 4, with the greatest ranking receiving the highest prioritization for fire sprinkler system upgrades
- Packaging of Work: fire sprinkler upgrade work can be packaged with other H & S projects at specific school sites to limit impact of overall bond-related construction activities





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In Summary

- Voters approved the Bond in Mid-May, 2017
- The district has further identified and prioritized the H&S categories
- Immediate and Intermediate projects have begun
- Long range scope/bid packages are being comprised
- Stakeholder advisory group(s) will begin in September
- We're moving forward!





Public Records Policy

July 25, 2017



History

- Last policy was updated in 2002
- Public records responsibility was in legal counsel
- Volume of requests increasing significantly
- more than 50 % in last two years
- Internal process for collecting and responding to public records requests has lacked clarity



Need Assessment

- Restore PPS image as transparent, accessible and accountable
- Update Board policy to reflect district commitment to transparency and accessibility of information
- Update Administrative Directive to implement policy and provide clarity on process, fees, and restrictions under FERPA
- Formalize internal process for collection and response to public records requests

Current Status

- Public Records Officer has been hired
- Public records responsibility is in communications office
- Informal protocols have been established for collection and response to request
- Response time has improved but still not where we want it to be
- SB 481 provides new timelines
- Internal public records workgroup established

Proposed Next Steps

- Guidance from Board on district mission statement relating to public records to guide policy development and AD
- Workgroup to finalize assessment report and identify areas of internal debate about approach and release of records
- Present draft policy changes to reflect Board position for discussion and feedback
- Finalize policy, AD and internal operational protocols for implementation



End Goal

- Clarity of policy, process and accessibility for all PPS employees, families, media and others in the community
- Policies and practices that advance commitment to transparency
- Consistency and clarity in the application of state and federal laws relating to student and employee privacy
- Fewer legal challenges, faster response rate and restored trust in PPS process

