



Aviation Operations at District Properties

- I. All aviation operations at district properties must have prior written permission from the Chief Operating Officer, and be conducted in accordance with Federal Aviation Regulations. Exceptions to prior written permission include law enforcement and governmental public safety operations, and medical evacuation.

Due to exclusions in the District’s liability and workers’ compensation insurance, and other risk tolerance considerations, PPS staff or students will not be permitted to ride in any aircraft, except emergency medical evacuation, that may be operated at a district property.

II. Definitions and References

- A. Aircraft: FAA definition “any contrivance invented, used, or designed to navigate, or fly in, the air”. A device that is used or intended to be used for flight in the air.
- B. Advisory Circular 91-57A: FAA Advisory Circular titled “Model Aircraft Operating Standards”. This advisory circular provides guidance to persons operating Unmanned Aircraft (UA) for hobby or recreation purposes.
- C. COA: Certificate of Authority.
- D. FAA: Federal Aviation Administration.
- E. FAR: Federal Aviation Regulations.
- F. FSDO: FAA Flight Standards District Office. Portland, OR area 3180 NW 229th Ave, Hillsboro, OR 97124, (503) 615-3200.
- G. Other Aviation Operations: A general definition to include any aviation operation not specifically listed in this Administrative Directive.
- H. Prior Written Permission: E-mail or document, from the PPS Chief Operating Officer, on PPS letterhead expressly permitting defined aviation operations.
- I. Public UAS: Public agencies or organizations that conduct UAS operations for a government function.
- J. Section 333: Section 333 of the FAA Modernization and Reform Act of 2012 titled “Special Rules for Certain Unmanned Aerial Systems”.



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- K. Commercial Drone: Any UAS operation conducted for non-hobby or commercial purpose OR any operation that does not meet the parameters for Model Aircraft.
- L. Recreational Drone and Model Aircraft: An unmanned aircraft that is 1) capable of sustained flight in the atmosphere, 2) flown within visual line of sight of the person operating the aircraft, and 3) flown for hobby or recreational purposes.
- M. NAS: National Airspace.
- N. UAS: Unmanned Aerial Systems, drone, remote controlled aircraft.

III. Drones and Unmanned Aerial Systems

- A. Operation of recreational drones is not permitted at district properties. Requests for exceptions will be reviewed when the operation is part of an educational curriculum.
- B. Operation of commercial drones is permitted when one of the following requirements are met:
 - 1. Operated under contract with the district, or
 - 2. Operated with prior written permission.
- C. Operators of commercial drones, when approved, will be required to provide a copy of their COA (Certificate of Authority), Section 333 exemption, and COI (Certificate of Insurance).

IV. Helicopters or other aviation operations

- A. The District recognizes that there are some limited outdoor events when either a commercial or military helicopter landing in District High School stadiums, or other aviation operations, may be an appropriate part of the occasion. Aviation Operations on District property may be permissible when the following requirements are met:
 - 1. Upon receiving a request for a helicopter landing or other aviation operations, the school Principal shall:
 - a. Notify the Chief Operating Officer of the request.
 - b. Receive approval or denial from the Chief Operating Officer.
 - c. Make any necessary arrangements for additional supervision at the landing site to supplement Security Services and any contract



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security personnel. The cost of additional security will be the responsibility of the school.

2. The Chief Operating Officer shall direct Risk Management and Security Services to review the request as outlined in this AD.
3. Risk Management shall:
 - a. Review the proposed operation and approve or deny, with a written explanation. Risk Management review criteria will include, but is not limited to, consultation with aviation experts on aircraft appropriateness, certification type and performance limitations, pilot certification level and experience, local FAA FSDO (Flight Standards District Office) on legalities, and affected insurance providers on conditions of coverage and exclusions from coverage. If approved:
 - b. Obtain a signed hold harmless agreement from the operator.
 - c. Require proof of \$10 million in general and aviation liability insurance, naming the District as an additional named insured.
4. Security Services shall:
 - a. Develop an operations/landing plan with the operator which includes a complete quarantine of people from the landing area at least ten minutes prior to the agreed landing time.
 - b. Arrange for at least four extra security personnel at each landing (PPS, PPB, or contracted security).
 - c. Notify the Portland Police Bureau - Youth Services Division of the landing plan and request police presence to assist with the mission.
 - d. Consult with the Facilities Department.
5. Operating company and/or the pilot shall:
 - a. Comply with all Federal Aviation Regulation and cooperate with all District requirements.
 - b. Have absolute authority and responsibility to cancel a landing due to weather or other conditions.



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V. Limitations

- A. Under no conditions shall staff or students be allowed to approach or enter the helicopter/aircraft before, during, or after the event. Static, operator supervised visits for educational purposes may be permitted.
- B. The helicopter/aircraft shall take off immediately after the ceremony ends.
- C. The Superintendent or designee has authority to cancel landing for security or safety concerns or any other reason deemed necessary.
- D. Aviation Operations will occur at no cost to the district without prior written approval.

History: Approved 8/05; Amended 5/16