NORTH THURSTON PUBLIC SCHOOLS

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EXECUTIVE LIMITATIONS MONITORING REPORT

EL – 4 Real Property and Facilities Protection (criteria 4 a-d and 5)

FROM: Troy Oliver, Superintendent

DATE: October 14, 2025

The Real Property and Facilities Protection policy focuses on protecting the district from risk by ensuring the necessary policies, procedures, and trainings are in place to protect the District's assets and facilities.

Accordingly, the Superintendent will not:

Criteria 4: Operate without a plan for public use of buildings and grounds that includes:

a. Definition of permitted uses;
b. A fair and reasonable fee structure;
c. Clear delineation of user expectations;
d. Consequences and enforcement procedures for public users who fail to follow the established rules.

Criteria 5: The Superintendent will not subject facilities and equipment to improper wear and tear and fail to ensure appropriate preventative maintenance.

Superintendent/CEO Interpretation:
The Superintendent will not allow assets to be unprotected, inadequately maintained, inappropriately used, or unnecessarily risked. In addition, the Superintendent will not fail to maximize the use of district assets.

Superintendent/CEO Evidence Report:
The North Thurston Public Schools "Community Use of NTPS Facilities" website contains extensive information outlining permitted uses of facilities, the annually reviewed fee structure for facility use, user expectations, and information about enforcement procedures. outlined in EL-4, number 4 a-d and 5. The following are examples from the Facilities Rental page that demonstrate compliance.

Definition of permitted uses:

- District facilities may be used for open meetings subject to the policies of the district. District functions have priority over community requests for facility use.
- No use of buildings or grounds will be granted if the primary purpose is for private/commercial gain or advertising purposes unless approved by the Superintendent or designee.

A fair and reasonable fee structure:

- Five user classifications are outlined, and each is aligned to a fee schedule that is connected to specific district facilities for rent.

  Category A: District-sponsored educational activities limited to student & school-related functions
  Category B: School groups for the purpose of fundraising
  Category C: Non-profit organizations
  Category D: Revenue-producing non-profit organizations
  Category E: Commercial ventures & other groups

Clear delineation of user expectations:

- Alcohol, drugs, and weapons are not allowed on district property at any time.
- A district employee or an adult agreeable to the district shall be present at all times when a district building is in use by any group and the employee, or agreed-upon adult, will be responsible for closing and securing the building after use. A custodian is required to be in the building at all times when the use of the furnace is required.
- School equipment cannot be used except with special permission from the principal. No equipment or furniture shall be removed from a facility without prior approval from the building supervisor.
- All meetings shall terminate and rooms to be vacated by 10 p.m. on school nights unless otherwise approved by the building supervisor.

Consequences and enforcement procedures for public users who fail to follow the established rules.

- The Board of Directors reserves the right to cancel any permit given, and refund any payment made for use of North Thurston Public Schools' turf fields and tracks, when it deems such action advisable and in the best interest of the school district, or to modify its policy at any time. All permits automatically expire at the close of the school year. A separate request will be required for use of any school facilities during a vacation period.

The Superintendent will not subject facilities and equipment to improper wear and tear and fail to ensure appropriate preventative maintenance.

- Policy 9300 requires that staff insure that buildings, grounds, equipment, and furniture are not abused. Students and non-students who abuse school property may be disciplined and required to pay for damage incurred. The Facilities Department and operations department have routines and systems to act in alignment with this policy.

Conclusion:

Based on this evidence, we are in compliance with Executive Limitation Policy 4 - Real Property and Facilities Protection criteria 4 (a-d) and 5.