



Lake Oswego Parks & Recreation



DRAFT Community Gymnasium Utilization Report

COMMUNITY UTILIZATION OF LOSD GYMNASIUMS REPORT

Introduction

The City of Lake Oswego and the Lake Oswego School District have an Intergovernmental Agreement dated August 1988 and updated August 1998 that provides a policy and working system to unite and efficiently regulate the use of Lake Oswego School District (LOSD) and City of Lake Oswego Parks & Recreation (LOPR) facilities both indoor and outdoor. LOSD reserves the indoor school facilities such as gymnasiums, classrooms and auditoriums and LOPR reserves the outdoor athletic fields, both grass and synthetic. The Athletic Field Requirement Study further examines needs of the athletic fields for both LOPR & LOSD. This report concentrates on information of availability and utilization of LOSD indoor gymnasium facilities.

Synopsis:

LOSD requires a community member or group to complete an online Facility Use Application and submission of Certificate of Liability Insurance listing LOSD as additionally insured and the proper payment for a confirmed facility reservation. Approval of a reservation may take a few business days to process and familiarization of LOSD District policies and guidelines are also required to ensure safety and success for use of the facilities. In general, community use is listed under all Tiers I- V categories such as District sponsored activities, Community School programs, Service Clubs, For-Profit and Non-Profit organizations and City, County and State Agencies to name a few of the various user groups.

See Attachment 1

For gymnasiums, the following list contains the listing of the LOSD school facilities with gymnasiums for community use and rental availability:

Elementary School Gyms

Forest Hills Elementary (FH)

Hallinan Elementary School (HAL)

Lake Grove Elementary School (LG)

River Grove Elementary School (RG)

Westridge Elementary School (WR)

Palisades Elementary School (PAL)

Uplands Elementary School (UP)

Junior High School Gyms

Lakeridge Jr High (LJH)

Lake Oswego Jr. High School (LOJ)

High School Gyms

Lake Oswego High School (LOH) 2 Gyms

Lakeridge High School (LHS) 2 Gyms

Assumptions (unverified):

- There are 4 High School gyms, 2 Junior High School gyms and 7 Elementary School gyms (Uplands is closed)
- Community Use includes all Tiers I-V listed on Facility Tier Schedule attached. (Use as Attachment 1 in report).
- All Elementary, Junior and High School gyms are not available for community use during the school year typically during weekdays, Monday through Friday.
- There are approximately 41 school year weeks and weekends, and approximately 40 days of no school or holidays during the school year.
- There are 11 weeks of summer.

Potential Utilization Rate for Non-School District Use:

Elementary Schools calculated “potential” community use (non-LOSD school functions) hours are:

Weekday (41 weeks) School Year: 5 days (M-F) X 4pm-10pm = 6 hours daily = 30 hours weekly

Weekend (41 weeks) School Year: 2 days (Sat & Sun) X 8am- 6pm = 10 hours X’s 2 days = 20 hours weekends

Total School Week and Weekend: 50 hours (30 hours weekdays + 20 hours weekends) X 41 weeks = **2,050 hours**

Summer (11 weeks): 8am-6pm = 10 hours daily X 7 days = 70 hours X 11 weeks = **770 hours**

Grand total of approximate and potential gym utilization availability = 2050 (School year) + 770 (Summer) =

2,820 hours per Elementary School Gym (7 gyms) =

Total Elementary School Community Gym use:

19,740 potential hours

Jr High Schools calculated “potential” community use (non-LOSD school functions) hours are:

Weekday (41 weeks) School Year: 5 days (M-F) X 4pm-10pm = 6 hours daily = 30 hours weekly

Weekend (41 weeks) School Year: 2 days (Sat & Sun) X 8am- 6pm = 10 hours X’s 2 days = 20 hours weekends

Total School Week and Weekend: 50 hours (30 hours weekdays + 20 hours weekends) X 41 weeks =

2,050 hours

Summer (11 weeks): 8am-6pm = 10 hours daily X 7 days = 70 hours X 11 weeks = **770 hours**

Grand total of approximate and potential gym utilization availability = 2050 (School year) + 770 (Summer) =

2,820 hours per Junior High School Gym (2 gyms) =

Total Jr High School Community Gym use:

5,640 potential hours

High Schools calculated “potential” community use (non-LOSD school functions) hours are:

LOHS- Sundays ONLY School year 8am-6pm = 10 hours X 41 weeks X 2 gyms = **820 hours**

LOHS Summer (11 weeks): 8am-6pm = 10 hours daily X 7 days = 70 hours X 11 weeks x 2 gyms = **1540 hours**

Grand total of approximate and potential gym utilization availability **LOHS (2 gyms) total = 2,360 hours**

Lakeridge Saturday School Year 1 gym 1-10 pm 9 hours X 41 weeks = **369 hours** + 1 gym 8am-10pm =14 hours

X 41 weeks = **574 hours** + Sundays School year 8am-6pm = 10 hours X 41 weeks x 2 gyms = **820 hours**

Lakeridge Summer (11 weeks): 8am-6pm = 10 hours daily X 7 days = 70 hours X 11 weeks X 2 gyms = **770 hours**

Grand total of approximate and potential gym utilization availability = **LHS (2 gyms) total = 2,533 hours**

Total High School Gym (4 gyms) =

4,893 potential hours

Grand Total:

Elementary School Gyms = 19,740 hours

Junior High School Gyms = 5,640 hours

High School Gyms = 4,893 hours

30,273 hours of potential gym use per year

LOSD Community School staff members submitted two spreadsheets containing data for two fiscal years, FY 17/18 & FY 18/19 of month by month reserved gym hours. LOPR maintained usage data for two gyms that were utilized during the same two fiscal years and added the data to the comparison information. A special acknowledgement and note of thanks for the information provided by Morgan Rauch, LOSD Community School Assistant Director and Roxanne Stark, LOSD Facility Use and Rental Coordinator.

See Attachment 2

In addition to the hours submitted by LOSD, there were two other LOSD gyms scheduled for use by LO Parks & Recreation (LOPR). Palisades Elementary Gym during FY 17/18 and Bryant Elementary School Gym during summer FY 18/19.

Comparisons

FY 18/19

LOSD Report Total hours 9,956.75

LOPR Bryant use total hours 214.25

10,171 hours used

FY 17/18

LOSD Report Total hours 8,250.50

LOPR PAL use total hours 1,144.

9,394.50 hours used

Summary

During the school year, daytime potential community gym use is not available at any LOSD location.

Using unverified assumptions, LOSD elementary school gyms (6 gyms) are available for potential community use during after and out of school time during the school year and most all of summertime. Highest community use for Junior High School gyms are generally available for potential use during out of school and summertime as well. The high school gyms have limited use on weekends but still have some availability on Sundays only during the school year and during summer.

ATTACHMENT 1

Priority Scheduling Tiers		
Classification	Description	Rules
Tier I	<ul style="list-style-type: none"> - District-sponsored activities - School-sponsored groups, parent action committees, school clubs (at own facility) - School sports teams (at own facility, in-season priority) - Community School high school sports (in-season priority) - Employee associations, district-related fundraising events. 	<ul style="list-style-type: none"> - No rental fees - No insurance required (provided that district self-insurance covers)
Tier II	<ul style="list-style-type: none"> - Community School programs - Community School youth teams (in-season) - Fundraising activities (profits going to school, district, Community School approved group) - Community School-sponsored activities 	<ul style="list-style-type: none"> - No rental fees - Insurance required - Fees may be charged for extra personnel such as custodial staff, monitors, security, kitchen use, or technology, and/or equipment usage.
Tier III	<ul style="list-style-type: none"> - District-approved local service clubs - Youth and high school coaches for-profit events - Non-profit organizations (in-district) 	<ul style="list-style-type: none"> - Rental fees apply - Insurance required - Fees may be charged for extra personnel such as custodial staff, monitors, security, kitchen use, or technology, and/or equipment usage.
Tier IV	<ul style="list-style-type: none"> - In-district private interest groups - For-profit organizations - Out-of-district groups - Non-profit out-of-district - Commercial usage 	<ul style="list-style-type: none"> - Rental fees apply - Insurance required
Tier V	<ul style="list-style-type: none"> - Special Use Agreements* - City recreation use (youth and adult) - Organizations and individuals offering free activities/events with open enrollment and participation. - Governmental, City, County, State Agency Usage - District- approved neighborhood associations - Scout organizations - Homeowners associations - Colleges/universities 	<ul style="list-style-type: none"> *Special Use Agreements may have terms determined by contract or agreement - May or may not include rental fees - Insurance required - Fees may be charged for extra personnel such as custodial staff, monitors, security, kitchen use, or technology, and/or equipment usage.

	LHS	LOH	LJH	LOJ	LG	FH	WR	RG	OC	HAL	PAL	UP	
July '18	96	10	40	12	5	8			23.75				47.5
August '18	21	14		6	20	12				3.5	70		12
September '18	47	12	10.5	3	3		4	1.5	4.5	4	20		15
October '18	92.5	73.5	38	1.5	36.25	47.5	30.5	34.5	25.5	28.5	56		18
November '18	34	31	58.5	36.75	111.75	179	157.5	169	126	147	100		28
December '18	201	213.5	120	99.5	73.75	142	109.5	143.75	82	111.75	93		30.5
January '19	155.8	139.5	109.5	169.5	101	120.5	121	128.5	117	115.75	86.75		20.5
February '19	158	185	118.25	169.25	118.5	147	150	203.5	138	122	106		16
March '19	96.5	259	89.75	94.25	95.75	89.25	102.75	136.25	85	90.75	102		16
April '19	76	133	103.5	123.25	32.25	39.5	32.25	20	18	59.5	32		4
May '19	145.5	342	42.5	86.25	34.75	49.75	42.25	34	10	15	23.5		
June '19	129.5	193	8	49.75	183.5					1	13		
	1253	1605.5	730.5	809.25	681.75	1018	749.75	871	629.75	698.75	702.25	207.5	9956.75

Gym was closed for period of time

Notes:

Junior High - Full Use weekdays throughout school year due to internal sports

LG & PAL - Full use weekdays until 6:30pm due to Extended Day

UP - Closed as of August

LOHS: Gyms used for internal programs 4-10 pm school year weekdays.

West Gym is used 8 am - 10 pm on Saturdays by internal programs.

LHS: Gyms used for internal programs 4-9:30 pm school year weekdays.

Lower Gym is used 8 am - 12 pm on Saturdays by internal programs.

LOSD Community Gym Use Hours
FY 17/18

	LHS	LOH	LJH	LOJ	LG	FH	WR	RG	OC	HAL	UP
July '17	191	122		6		4			20		52
August '17	42	133.5	27	54	17.5	15	5.5		3	12	20
September '17	65	43	1	10.5	3.5	10	3	17	10.75	7	14.5
October '17	107	88.5	4	21	38.75	100	12	15	21	14.5	33.75
November '17	0.75	9.5	80	56.75	84	74	62.5	72.5	69	29	53
December '17	179.5	293	120.75	81.5	76	74.5	67.5	69.5	59	63	97.75
January '18	160	164	252.25	148.75	122	107.75	161.5	112	109	107.75	90.5
February '18	116	119	202.5	94.5	117	105.5	112.5	108	84.5	135.75	98.5
March '18	31.75	138.5	121.25	97.25	57	45.25	62	84.5	54.5	39.75	55
April '18	7	45	68	104.75	44.75	171	69	32.5	15	23	46
May '18	61.75	56	6	46	34.5	47	32.5	22	39	16	23
June '18	35	236			69.25	3	43		49.75	7	43.5
	996.75	1448	882.75	721	664.25	757	631	533	534.5	454.75	627.5

8250.5

Gym was closed for period of time

Notes:

Junior High - Full Use weekdays throughout school year due to internal sports

LG & PAL - Full use weekdays until 6:30pm due to Extended Day

LOHS: Gyms used for internal programs 4-10 pm school year weekdays.

West Gym is used 8 am - 10 pm on Saturdays by internal programs.

LHS: Gyms used for internal programs 4-9:30 pm school year weekdays.

Lower Gym is used 8 am - 12 pm on Saturdays by internal programs.