**School-Level COVID-19 Management Plan**

**Template for School Year 2022-23**



**School/District/Program Information**

District or Education Service District Name and ID: Clatskanie School District/1945

School or Program Name: Clatskanie School District

Contact Name and Title: Cathy Hurowitz/Superintendent

Contact Phone: 503-728-0587/ext: 2002 Contact Email: churowitz@csd.k12.or.us

**Table 1.**

| "" | **Policies, protocols, procedures and plans already in place**  **Provide hyperlinks to any documents or other resources currently utilized in your school/district. Consider adding a brief description about how each is used within your school.** |
| --- | --- |
| **School District Communicable Disease Management Plan**  [OAR 581-022-2220](https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=145269) | <https://content.myconnectsuite.com/api/documents/567785d376b54c699d9b52f7b9c0b241.pdf> |
| **Exclusion Measures**  Exclusion of students and staff who are diagnosed with certain communicable diseases  [OAR 333-019-0010](https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=287268) | We will follow local public health guidance and requirements regarding any new COVID-19 isolation and quarantine procedures.  We will follow Columbia County Health Department recommendations and procedures.  CSD will utilize COVID-19 tests.  Children who are exhibiting COVID-19 primary symptoms must stay home (and families should consult their primary care provider)   * Staff, students, or student families should call the school to report any illness or COVID-19 events. * Designated staff will follow the appropriate protocols for the COVID-19 Case Protocol for tracking and appropriate exclusion guidance from the school nurses and building administrators. * CSD will follow and stay current with COVID-19 guidelines provided ODE, OHA, and OSHA. |
| **Isolation Space**  Requires a prevention-oriented health services program including a dedicated space to isolate sick students and to provide services for students with special health care needs.  [OAR 581-022-2220](https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=145269) | CES and CMHS have identified a Symptom Space and students who exhibit COVID symptoms will be placed in this room until they can be picked up.  **Isolation:** Rooms shall be staffed when occupied. All occupants in the room will wear masks and face shields unless health conditions prohibit such use.   * Clatskanie Elementary: Staff Assigned to Monitor the Health Room. * Maintenance/Bus Barn: Staff Immediately Return Home * Clatskanie Middle High School: Front entrance/ Nurse’s office- Staff Assigned to Monitor Room. |
| **Educator Vaccination**  [OAR 333-019-1030](https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=280616) | We follow Covid-19 Vaccination requirements for teachers and staff in accordance with OAR 333-019-1030. |
| **Emergency Plan or Emergency Operations Plan**  [OAR 581-022-2225](https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=145271) | <https://www.csd.k12.or.us/healthysafeschoolplan> |
| **Additional documents reference here:** |  |

| "" | **SECTION 1. Clarifying Roles and Responsibilities** |
| --- | --- |

Identifying roles central to communicable disease management. Clarifying responsibilities related to communicable disease response is a first step in keeping communities healthy and safe. In general, decisions of school health and safety reside with school and district officials. Together with local public health officials, school/district administrators should consult a variety of individuals when making decisions about health and safety in school.

**Table 2.**  **Roles and Responsibilities**

| **School planning team members** | **Responsibilities:** | **Primary Contact (Name/Title):** | **Alternative Contact:** |
| --- | --- | --- | --- |
| Building Lead / Administrator | * Educates staff, families, and students on policies regarding visitors and volunteers, ensuring health and safety are being maintained. * In consultation with district leadership and LPHA staff, determines the level and type of response that is required/necessary. * Acts as key spokesperson to communicate health-related matters within school community members, health partners, and other local partners. | Cathy Hurowitz, Superintendent  Kara Burghardt, CES Principal  Jeff Williamson, CMHS Principal |  |
| School Safety Team Representative (*or* *staff member knowledgeable about risks within a school, emergency response, or operations planning*) | * Trains staff at the start of the academic year and at periodic intervals on communicable disease management procedures. * Leads debrief of communicable disease event, informing continuous improvement of the planning, prevention, response, and recovery system. | Cathy Hurowitz, Superintendent  Kara Burghardt, CES Principal  Jeff Williamson, CMHS Principal  Annie Dines, District Nurse |  |
| Health Representative (*health aid, administrator, school/district nurse, ESD support*) | * Supports building lead/administrator in determining the level and type of response that is necessary. * Reports to the LPHA any cluster of illness among staff or students. * Provides requested logs and information to the LPHA in a timely manner. | Annie Dines/District Nurse  Sarah McClure/Head Secretary @CES  Chris Boothe/Secretary @CMHS |  |
| School Support Staff as needed (*transportation, food service, maintenance/custodial*) | * Advises on prevention/response procedures that are required to maintain student services. | Paul Simmons/Transportation  Linda Sherman/Food Service  Drew McDonald/CMHS Custodian  Marc Rossetti/CES Custodian  Jason Krause/Maintenance |  |
| Communications Lead (*staff member responsible for ensuring internal/external messaging is completed)* | * Ensures accurate, clear, and timely information is communicated including those who may have been exposed, a description of how the school is responding, and action community members can take to protect their health. * Shares communications in all languages relevant to school community. | Cathy Hurowitz/Superintendent  Kara Burghardt/CES Principal  Jeff Williamson/CMHS Principal |  |
| District Level Leadership Support (*staff member in which to consult surrounding a communicable disease event*) | * Has responsibility over COVID-19 response during periods of high transmission. May act as school level support to Building lead/Administrator activating a scaled response. * Responds to media inquiries during the communicable disease event and ensures that those responsible for communication are designated speakers. | Cathy Hurowitz/Superintendent  Kara Burghardt/CES Principal  Jeff Williamson/CMHS Principal |  |
| Main Contact within Local Public Health Authority (LPHA) | * Notifies Building Lead/Administrator of communicable disease outbreak and offers recommendations for appropriate response. * Key spokesperson to communicate on health-related matters with community members, health facility staff, and other local community partners. | Michael Paul  Columbia County Public Health |  |
| Others as identified by team |  |  |  |

|  |  |
| --- | --- |
| "" | **Section 2. Equity and Mental Health**  **Preparing a plan that centers equity and supports mental health** |

Preparing a school to manage COVID-19 requires an inclusive and holistic approach to protect access to in-person learning for all students. In this section suggested resources are offered to help prepare for COVID-19 management while centering an equitable and caring response.

|  |
| --- |
| **Centering Equity** |

Identify existing district or school plans and tools that can be utilized when centering equity in prevention, response, and recovery from incidents of COVID-19 (e.g., district or school equity plans/stances/lenses/decision tools, Equity Committee or Team protocols, district or school systems for including student voice, existing agreements or community engagement or consultation models, Tribal Consultation[[1]](#footnote-2), etc.)

| "" | **Suggested Resources:**   * + - 1. [Equity Decision Tools](https://www.oregon.gov/ode/students-and-family/healthsafety/Documents/Decision%20Tools%20for%20SY%202020-21.pdf) for School Leaders       2. [Oregon Data for Decisions Guide](https://www.oregon.gov/ode/students-and-family/healthsafety/Documents/Oregon%20Data%20for%20Decisions%20Guide.pdf)       3. [Oregon’s COVID-19 Data Dashboards](https://public.tableau.com/app/profile/oregon.health.authority.covid.19/viz/OregonsCOVID-19DataDashboards-TableofContents/TableofContentsStatewide) by Oregon Health Authority COVID-19       4. [Data for Decisions Dashboard](https://www.oregondatadecisions.org/?utm_medium=email&utm_source=govdelivery)       5. [Community Engagement Toolkit](https://www.oregon.gov/ode/StudentSuccess/Documents/69236_ODE_CommunityEngagementToolkit_2021-web%5B1%5D.pdf)       6. [Tribal Consultation Toolkit](https://www.oregon.gov/ode/students-and-family/equity/NativeAmericanEducation/Documents/20.10.13_%20Web%20Accessible%20Tribal%20Consultation%20Toolkit.pdf) |
| --- | --- |

**Table 3.**  **Centering Equity**

| **OHA/ODE Recommendation(s)** | **Response:** |
| --- | --- |
| Describe how you identify those in your school setting that are disproportionately impacted by COVID-19 and which students and families may need differentiated or additional support. | Clatskanie School District has made every effort to center equity in our work throughout this COVID-19 pandemic. Our Vision and School Improvement Plan center the voices and needs of our students of color, disability, SES status, and LGBTQ2SIA+ students.  Additionally, it is our practice to utilize our Racial Equity and Social Justice Lens as we plan, develop and implement our work. |
| Describe the process by which the school will implement a differentiated plan for those that are disproportionately impacted, historically underserved or at higher risk of negative impacts or complications related to COVID-19. | CSD will staff will evaluate the needs of the students that are disproportionately impacted, historically underserved or at a higher risk of negative impacts or complications related to COVID-19 and create and create an ongoing action plan, as needed.  Identification will be done through Synergy, surveys, and DESSA implementation (K-8). CMHS will also utilize Character Strong during their advisory periods.  Counselors and mental health providers will also play a key role in this identification plan. |
| What support, training or logistics need to be in place to ensure that the named strategies are understood, implemented, and monitored successfully. | Staff will be trained on the process of identifying students through beginning of year in-service opportunities, and though out the year with ongoing PD. Staff directly tied to such students will receive updated information in order to best support them. |

**Mental Health Supports**

Schools are encouraged to continue to prioritize cultivating care, connection, and community to support the mental, emotional, and social health and well-being of students, families, staff, and administrators.

Identify existing district or school plans and tools that can be utilized in supporting student and staff wellbeing and mental health during prevention, response, and recovery from incidents of COVID-19 (e.g., counseling services; partnerships with community mental and behavioral health providers; school district suicide prevention, intervention, and post intervention plan; School Based Health Center resources; tribal resources, etc.)

* For the 22-23 school year, CSD will have a full time mental health provider at each school campus.
* Mental health support is also available at the Student Health Center at the CMHS campus.
* Additional mental health staff is provided through the SIA plan.

| "" | **Suggested Resources:**   1. ODE [Mental Health Toolkit](https://www.oregon.gov/ode/students-and-family/equity/SchoolSafety/Pages/Mental-Health-Toolkit.aspx) 2. [Care and Connection](https://www.oregon.gov/ode/students-and-family/equity/SchoolSafety/Pages/Announcements.aspx) Program 3. Statewide [interactive map of Care and Connection examples](https://www.google.com/maps/d/u/0/viewer?mid=1w0o_YcKJoHBeRTsY5x34t-FOT5ADAAMc&ll=44.24430539912518%2C-121.01487690266546&z=6) 4. [Care and Connection District Examples](https://www.oregon.gov/ode/students-and-family/equity/SchoolSafety/Documents/Care%20%26%20Connection%20District%20Examples.pdf) 5. Oregon Health Authority [Youth Suicide Prevention](https://www.oregon.gov/oha/HSD/BH-Child-Family/Pages/Youth-Suicide-Prevention.aspx) |
| --- | --- |

**Table 4.**  **Mental Health Supports**

| **OHA/ODE Recommendation(s)** | **Response:** |
| --- | --- |
| Describe how you will devote time for students and staff to connect and build relationships. | The first two weeks of the academic school year will be utilized to build relationships and establish trust. This valuable connection will lead to further SEL opportunities through the Mid/High Advisory Groups and the CES classroom teachers. CES will also reestablish Cougar Dens that establish school wide relationships with multiple grade levels.  CSD will provide an opportunity for students to build a positive connection with peers and teachers and confidence about navigating their new campus through a guided school tour, socio-emotional team building, fun and school celebrations. |
| Describe how you will ensure class time, and individual time if needed, for creative opportunities that allow students and staff to explore and process their experiences. | SEL activities will be a part of all students’ day. There will be designated times established. CES will have a counselor available for mental health support. CMHS will also have a counselor available as well as support from the school based health center. |
| Describe how you will link staff, students and families with culturally relevant health and mental health services and supports. | CSD has focused on providing Social Emotional Learning and supports for students, staff, and families throughout this pandemic.  We will continue the practice of resiliency lessons for all staff, providing warm and welcoming spaces, and continue to support a sense of belonging for all of our students, whether in person or virtual.  We will continue to include student/ family voices through successful school surveys, listening sessions, and group meetings. This will help to provide us with information to continue our work on building welcoming and safe places for our students to feel they belong and have a trusted adult in their lives.  Enrichment programs will be available through Columbia County Health services and community partners supported learning, social-emotional skills, wellness, and leadership for early-age students.  For families transitioning to kindergarten and the first grade, the Early Kindergarten Transition Program will continue to provide opportunities to engage in social-emotional learning and school readiness activities for 60+ students and families.  Programming will be provided for grades K-6 and 7-12 to support re-engagement with school learning. Students will work with certified staff on increasing proficiency in the critical standards for math and language arts and school routines in the current grade level to prepare students for success in the next grade level. |

|  |  |
| --- | --- |
| "" | **Section 3. COVID-19 Outbreak Prevention, Response & Recovery:**  **Implementing mitigation activities, responding to periods of increased transmission, resuming baseline level mitigation, and debriefing actions to improve the process** |

Planning for and implementing proactive health and safety mitigation measures assists schools in reducing COVID-19 transmission within the school environment for students, staff, and community members. COVID-19 will continue to circulate in our communities and our schools for the indefinite future. Schools will utilize different mitigation measures based on COVID-19 transmission within their facilities and communities. In the following section, teams will document their school’s approach to the CDC, OHA and ODE advised health and safety measures at baseline, during increased COVID-19 transmission, and as they roll back the increased mitigating measures, incorporating lessons learned.

| "" | **Suggested Resources:**   1. [CDC Guidance for COVID-19 Prevention in K-12 Schools](https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html#anchor_1625661937509) 2. [Communicable Disease Guidance for Schools](https://www.oregon.gov/ode/students-and-family/healthsafety/Documents/commdisease.pdf) which includes information regarding  * Symptom-Based Exclusion Guidelines (pages 8-12) * Transmission Routes (pages 29-32) * Prevention or Mitigation Measures (pages 5-6) * School Attendance Restrictions and Reporting (page 33)  1. [COVID-19 Investigative Guidelines](https://www.oregon.gov/oha/PH/DISEASESCONDITIONS/COMMUNICABLEDISEASE/REPORTINGCOMMUNICABLEDISEASE/REPORTINGGUIDELINES/Documents/Novel-Coronavirus-2019.pdf) 2. [Planning for COVID-19 Scenarios in School](https://www.oregon.gov/ode/students-and-family/healthsafety/Documents/Planning%20and%20Responding%20to%20COVID-19%20Scenarios%20in%20Schools.pdf?utm_medium=email&utm_source=govdelivery) 3. [CDC COVID-19 Community Levels](https://www.cdc.gov/coronavirus/2019-ncov/your-health/covid-by-county.html) 4. [Supports for Continuity of Services](https://www.oregon.gov/ode/students-and-family/healthsafety/Pages/Supports-for-Continuity-of-Services.aspx) |
| --- | --- |

**Table 5.**  **COVID-19 Mitigating Measures**

| **OHA/ODE Recommendation(s)**  Layered Health and Safety Measures | **BASELINE MEASURES: describe what mitigating measures will the school implement all of the time, each and every day of the school year to reduce the spread of COVID-19 and protect in-person instruction?** |
| --- | --- |
| COVID-19 Vaccination | CSD will continue to promote and create access to COVID-19 vaccinations for families, students, staff, and partners this fall within our community.  We will focus our efforts on increasing awareness and confidence that fully vaccinated people are at low risk of symptomatic or severe infection from COVID-19 through our district's COVID safety team, led by a school nurse. |
| Face Coverings | CSD will continue to follow ODE, OHA, and Columbia Health Authority requirements and recommendations regarding the wearing of facemask. |
| Isolation | Students and staff testing positive or demonstrate symptoms will be placed in an isolation area until they can safely transition out of the buildings. |
| Symptom Screening | Students will be screened upon their arrival with a temperature check and a visual assessment of other symptoms. Throughout the day, staff will report students that are not feeling well or demonstrating being symptomatic. |
| COVID-19 Testing | Free COVID-19 diagnostic testing to all CSD students and staff are available through the district nurse. Diagnostic testing is for individuals with symptoms or exposure to COVID-19 is also available through the district nurses. |
| Airflow and Circulation | Continuing to introduce fresh outside air into the system.  Exhausting air from indoors to the outdoors with windows and doors opens as much as safely possible.  Cleaning the air that is recirculated indoors with HEPA filters in every classroom and on school buses. |
| Cohorting | CSD will continue to monitor cohorting according to the ODE requirements and will comply with them accordingly. |
| Physical Distancing | CSD will continue to monitor physical distancing according to the ODE requirements and will comply with them accordingly. |
| Hand Washing | CSD will continue to provide ready access to soap, water, and alcohol-based hand sanitizer with at least 60% alcohol.  Responsibility: The implementation of this SOP through periodic communication is the responsibility of the administration at each school- CES & CMHS.  Instructions: Handwashing will occur each day upon entry to school and throughout the day. If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used (for staff and older children who can safely use hand sanitizer). |
| Cleaning and Disinfection | All school areas will be cleaned and disinfected according to ODE requirements and levels. |
| Training and Public Health Education | All staff will be trained and updated on ODE requirement and expectations throughout the 22-23 school year. |

**Table 6.**  **COVID-19 Mitigating Measures**

| **OHA/ODE Recommendation(s)**  Layered Health and Safety Measures | **MEASURES DURING PERIODS OF HIGH TRANSMISSION\*: describe what mitigating measures the school will implement during periods of high transmission to reduce the spread of COVID-19 and protect in- person learning?**  \*Within the community, high transmission is defined at the county level through CDC COVID-19 Community Levels. Within a school, high transmission may be defined as high absenteeism or unusual spread within a cohort (e.g., a large outbreak in a classroom). |
| --- | --- |
| COVID-19 Vaccination | CSD will continue to promote and create access to COVID-19 vaccinations for families, students, staff, and partners this fall within our community.  We will focus our efforts on increasing awareness and confidence that fully vaccinated people are at low risk of symptomatic or severe infection from COVID-19 through our district's COVID safety team, led by a school nurse. |
| Face Coverings | CSD will continue to follow ODE and OHA requirements and recommendations regarding the wearing of facemask. |
| Isolation | Students and staff testing positive or demonstrate symptoms will be placed in an isolation area until they can safely transition out of the buildings. |
| Symptom Screening | Students will be screened upon their arrival with a temperature check and a visual assessment of other symptoms. Throughout the day, staff will report students that are not feeling well or demonstrating being symptomatic. |
| COVID-19 Testing | Free COVID-19 diagnostic testing to all CSD students and staff are available through the district nurse. Diagnostic testing is for individuals with symptoms or exposure to COVID-19 is also available through the district nurses. |
| Airflow and Circulation | Continuing to introduce fresh outside air into the system.  Exhausting air from indoors to the outdoors with windows and doors opens as much as safely possible.  Cleaning the air that is recirculated indoors with HEPA filters in every classroom and on school buses. |
| Cohorting | CSD will continue to monitor cohorting according to the ODE requirements and will comply with them accordingly. |
| Physical Distancing | CSD will continue to monitor physical distancing according to the ODE requirements and will comply with them accordingly. |
| Hand Washing | **CSD will continue to provide ready access to soap, water, and alcohol-based hand sanitizer** with at least 60% alcohol.  **Responsibility:** The implementation of this SOP through periodic communication is the responsibility of the administration at each school- CES & CMHS.  **Instructions:** Handwashing will occur each day upon entry to school and throughout the day. If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used (for staff and older children who can safely use hand sanitizer). |
| Cleaning and Disinfection | All school areas will be cleaned and disinfected according to ODE requirements and levels. Based on recommendation from ODE sanitation spray guidelines will be implemented. |
| Training and Public Health Education | All staff will be trained and updated on ODE requirement and expectations throughout the 22-23 school year. |

**Table 7.**  **COVID-19 Mitigating Measures**

| **OHA/ODE Recommendation(s)**  Layered Health and Safety Measures | **STEPS FOR GRADUAL RETURN TO BASELINE RESPONSE: describe how does the school will gradually return to a baseline response. Describe how the school team will decide what measure(s) should remain at an increased level which others may not, prioritizing some measure(s) over others. How does the school reduce or make permanent implementation of enhanced mitigation measures once high transmission has ended?** |
| --- | --- |
| COVID-19 Vaccination | CSD will continue to promote and create access to COVID-19 vaccinations for families, students, staff, and partners this fall within our community.  We will focus our efforts on increasing awareness and confidence that fully vaccinated people are at low risk of symptomatic or severe infection from COVID-19 through our district's COVID safety team, led by a school nurse. |
| Face Coverings | CSD will continue to follow ODE and OHA requirements and recommendations regarding the wearing of facemask. |
| Isolation | Students and staff testing positive or demonstrate symptoms will be placed in an isolation area until they can safely transition out of the buildings. |
| Symptom Screening | Students will be screened upon their arrival with a temperature check and a visual assessment of other symptoms. Throughout the day, staff will report students that are not feeling well or demonstrating being symptomatic. |
| COVID-19 Testing | Free COVID-19 diagnostic testing to all CSD students and staff are available through the district nurse. Diagnostic testing is for individuals with symptoms or exposure to COVID-19 is also available through the district nurses. |
| Airflow and Circulation | Continuing to introduce fresh outside air into the system.  Exhausting air from indoors to the outdoors with windows and doors opens as much as safely possible.  Cleaning the air that is recirculated indoors with HEPA filters in every classroom and on school buses. |
| Cohorting | CSD will continue to monitor cohorting according to the ODE requirements and will comply with them accordingly. |
| Physical Distancing | CSD will continue to monitor physical distancing according to the ODE requirements and will comply with them accordingly. |
| Hand Washing | **CSD will continue to provide ready access to soap, water, and alcohol-based hand sanitizer** with at least 60% alcohol.  **Responsibility:** The implementation of this SOP through periodic communication is the responsibility of the administration at each school- CES & CMHS.  **Instructions:** Handwashing will occur each day upon entry to school and throughout the day. If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used (for staff and older children who can safely use hand sanitizer). |
| Cleaning and Disinfection | All school areas will be cleaned and disinfected according to ODE requirements and levels. |
| Training and Public Health Education | All staff will be trained and updated on ODE requirement and expectations throughout the 22-23 school year. |

**PRACTICING PLAN TO IMPROVE PROCESS**

Training exercises are essential to preparedness ensuring individuals understand their role in a communicable disease event. Exercises can also help identify gaps in the planning, thereby building upon and strengthening the plan over time. Schools, districts, and ESDs should schedule to exercise this plan annually and when any revisions are made to update the plan. The plan, or component(s) of the plan, can be tested through conversations, practice exercises, or other activities.

**csd.k12.or.us** is where this plan is available for public viewing.

Date Last Updated: **6/14/2022** Date Last Practiced: **N/A**

1. Tribal Consultation is a separate process from stakeholder engagement; consultation recognizes and affirms tribal rights of self-government and tribal sovereignty, and mandates state government to work with American Indian nations on a [government-to-government](https://www.justice.gov/archive/otj/Presidential_Statements/presdoc1.htm) basis*.* [↑](#footnote-ref-2)