

School-Level Communicable Disease Management Plan
Template For School Year 2023-2024



Corvallis
SCHOOL DISTRICT

School/District/Program Information


District or Education Service District Name and ID: Corvallis School District 509J

School or Program Name: Lincoln Elementary

Contact Name and Title: Chaundra Smith, Principal

Contact Phone: 541-757-5955 Contact Email: chaundra.smith@corvallis.k12.or.us

Table 1.

	<p>Policies, protocols, procedures and plans already in place</p> <p>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.</p>
<p>School District Communicable Disease Management Plan OAR 581-022-2220</p>	<p>CSD Communicable Disease Management Plan</p>
<p>Exclusion Measures Exclusion of students and staff who are diagnosed with certain communicable diseases. OAR 333-019-0010</p>	<p>Individuals should be excluded from school for signs of infectious diseases, per existing school policy and protocols.</p> <ul style="list-style-type: none"> • CSD follows the Exclusion Guidelines which are Included in the Communicable Disease Management Plan and Communicable Disease Guidance provided by OHA/ODE. • CSD partners with the Benton County Health Department whenever there is a known case to enforce health department isolation and quarantine periods for staff and students. <p>Board Policy GBEB - Communicable Disease - Staff Administrative Regulation GBEB-AR - Communicable Diseases – Staff Board Policy JHCC - Communicable Diseases - Student Administrative Regulation JHCC-AR - Communicable Diseases - Students</p>
<p>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</p>	<p>Individuals who report or develop symptoms will be provided services in a designated isolation area in the building, with adequate space and staff supervision and symptom monitoring by a District nurse, other school-based health care provider, or school staff until they are able to go home.</p> <p>Staff who may provide care for individuals in isolation will receive specialized training with regard to isolation space procedures, aspects of care, hygiene, and use of PPE from District Nurses.</p>
<p>Emergency Plan or Emergency Operations Plan OAR 581-022-2225</p>	<p>CSD Emergency Operations Plan</p>



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.

Mental Health and Wellbeing Plans such as those prepared for [Student Investment Account](#)
(optional)

CSD has a Mental Health and Wellness Program for students with licensed mental health therapists assigned to every building K-12 in the district. In addition, all buildings have at least one full-time counselor. All of these staff are committed to prevention work and are ready to serve in the event a response is needed. Both counselors and mental health therapists sit on Student Support Teams at each building. This helps keep them informed of student needs.

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	<ul style="list-style-type: none">• 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.	Chaundra Smith	Melissa Harder Assistant Superintendent
School Safety Team Representative (<i>or staff member knowledgeable about risks within a school, emergency response, or operations planning</i>)	<ul style="list-style-type: none">• 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.	Chaundra Smith	Melissa Harder Assistant Superintendent

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
Health Representative <i>(health aid, administrator, school/district nurse, ESD support)</i>	<ul style="list-style-type: none"> 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. 	Emily Muravez, RN Nursing Department Lead	Melissa Harder Assistant Superintendent
School Support Staff as needed <i>(transportation, food service, maintenance/custodial)</i>	<ul style="list-style-type: none"> Advises on prevention/response procedures that are required to maintain student services. 	Chaundra Smith	Melissa Harder Assistant Superintendent
Communications Lead <i>(staff member responsible for ensuring internal/external messaging is completed)</i>	<ul style="list-style-type: none"> 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. 	Julie Wilborn	Kelly Locey Communications Coordinator
District Level Leadership Support <i>(staff member in which to consult surrounding a communicable disease event)</i>	<ul style="list-style-type: none"> Has responsibility over communicable disease response during periods of high transmission in community at large. 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. 	Melissa Harder Assistant Superintendent	Ryan Noss Superintendent

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
Main Contact within Local Public Health Authority (LPHA)	<ul style="list-style-type: none"> • 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. 	April Holland Deputy Director of Public Health Benton County	
Others as identified by team		Leanne Henriques Administrative Assistant to the CSD Nursing Department	



Section 2. Equity and Continuity of Education

Preparing a plan that centers equity and supports mental health

Preparing a school to manage a communicable disease case or event 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 communicable disease 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 outbreaks (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 Consultation¹, etc.)

	<p>FOUR AGREEMENTS</p> <ol style="list-style-type: none"> 1. Stay Engaged 2. Experience Discomfort 3. Speak Your Truth 4. Expect/Accept Non-Closure 	<p>SIX CONDITIONS</p> <ol style="list-style-type: none"> 1. Focus on Personal, Local, and Immediate 2. Isolate Race 3. Normalize Social Construction and Multiple Perspectives 4. Monitor Agreements, Conditions, and Establish Parameters 5. Use a "Working Definition" for Race 6. Examine the Presence and Role of "Whiteness"
<p>EQUITY LENS</p> <p>For any policy, program, practice or decision, consider the following questions</p>	<ul style="list-style-type: none"> • How does this decision align with the District mission and vision? • Who does this decision affect positively? • Who does this decision affect negatively? • How might this ignore or worsen existing disparities? 	<ul style="list-style-type: none"> • What are the unintended consequences of this decision? • How will those being affected by the decision be included in the process? • What other possibilities were explored? • How will this decision/outcome be sustainable?

CSD Equity Protocol

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](#) basis.

Table 3.

Centering Educational Equity

OHA/ODE Recommendation(s)	Response:
<p>Describe how you will ensure continuity of instruction for students who may miss school due to illness.</p>	<ul style="list-style-type: none"> • All CSD students are issued a 1:1 device for learning. Elementary students are issued an iPad and secondary students are issued a Chromebook. • Families of elementary students who miss school due to illness can connect to their student’s teacher directly through Parent Square, work email, desk phone, or the Seesaw classroom connection app. • At the secondary level, all classes are available on our learning management system, Canvas. Canvas allows all secondary students to view the progress of their class while they are absent due to illness. In addition, all secondary students can connect with their teachers via Parent Square, Canvas, work email, or desk phone. • Using these resources, any student who is absent due to illness can connect with their teacher(s) to acquire classwork that ensure continuity of instruction.
<p>Describe how you identify those in your school setting that are disproportionately impacted by communicable disease and which students and families may need differentiated or additional support.</p>	<ul style="list-style-type: none"> • CSD Family Advocates and Health Navigators will connect with families on their caseload who may be disproportionately impacted by communicable disease by September 16, 2023, to ensure needs are recognized and plan for accommodations are in process. • Special Education Case Managers will connect with the families on their caseload by September 16, 2023, to identify students who are experiencing barriers due to the disproportionate impact of communicable diseases. • School counselors will collect data from teachers in their buildings about students and families experiencing barriers due to the disproportionate impact of communicable diseases. • District RNs will identify students with immunocompromised health status and reach out to families for updated health plans by September 9, 2023.
<p>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 communicable disease.</p>	<p>Information collected from Family Advocates, Health Navigators, SpEd Case Managers, School Counselors, and District Nurses will be shared with each building administrator for use in a Student Support Team (SST) meeting prior to the end of September 2023.</p> <ul style="list-style-type: none"> • Student Support Teams will discuss each student disproportionately impacted or at high risk of negative impacts related to communicable disease and make plans for how to mitigate the impact for those students. • Student Support Teams will determine if a Special Education referral, a 504 referral, or modifications to an existing IEP or 504 is needed. • Student Support Teams will review students as part of the normal SST process.

OHA/ODE Recommendation(s)	Response:
Describe what support, training or logistics need to be in place to ensure that the named strategies are understood, implemented, and monitored successfully.	<ul style="list-style-type: none"><li data-bbox="625 203 1921 381">• Building principals facilitate building Student Support Teams and as part of the normal flow of an SST meeting will be able to monitor implementation of strategies for students who are disproportionately impacted by communicable disease. Building principals will determine if school-wide professional learning or specific trainings are needed. Additionally, they can check in with individual teachers on the implementation of classroom strategies for identified students.<li data-bbox="625 430 1921 503">• Building principals meet twice monthly with their leadership colleagues from across the district. Together this team will also monitor systems and solutions for students across the district.



Section 3. Communicable Disease Outbreak Prevention and Response:

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 communicable disease transmission within the school environment for students, staff, and community members. Communicable disease, including norovirus, flu and COVID-19, will continue to circulate in our communities and our schools. Schools will utilize different mitigation measures based on local data, and observation of what is happening in their schools (e.g., 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 transmission.

Table 5. Communicable Disease Mitigation Measures

OHA/ODE Recommendation(s) Layered Health and Safety Measures	Describe what mitigating measures the school will implement to reduce and respond to the spread of communicable disease and protect in-person instruction?
Immunizations	<ul style="list-style-type: none"> • CSD will offer vaccination clinics in district buildings in collaboration with the Benton County Health Department and Samaritan Health Services. Specifically, school immunizations will be offered at our public health fair on August 25, 2023 • CSD will provide information about all school-required vaccines and other recommended vaccines to our school community. CSD will ensure communication meets the needs of people with limited English proficiency who require language services and individuals with disabilities who require accessible formats. • CSD will share local clinic information via parent communications and utilizes health navigators to share clinic information and to assist families who need support navigating health systems.
Face Coverings	<ul style="list-style-type: none"> • CSD will support the choice of our staff, students, and families to wear a mask based on personal risk analysis. • CSD will provide face coverings in all facilities for any who choose to wear one. • CSD will follow recommendations of the LPHA to recommend wearing a face mask when the LPHA has determined an outbreak has occurred in a CSD classroom.

OHA/ODE Recommendation(s) Layered Health and Safety Measures	Describe what mitigating measures the school will implement to reduce and respond to the spread of communicable disease and protect in-person instruction?
Isolation	<ul style="list-style-type: none"> Individuals who report or develop symptoms will be provided services in a designated isolation area in the building, with adequate space and staff supervision and symptom monitoring by a District nurse, other school-based health care provider, or school staff until they are able to go home. Staff who may provide care for individuals in isolation will receive specialized training with regard to isolation space procedures, aspects of care, hygiene, and use of PPE from District Nurses.
Symptom Screening	<ul style="list-style-type: none"> CSD will utilize page 13 When to Keep Your Child Home provided by OHA Communicable Disease Guidance to inform parents about when it is safe to come to school. This is published on our district website and available in English and Spanish. CSD will send home parent communication regarding communicable disease and the importance of staying home when your child is experiencing symptoms. CSD will provide the same communication to our staff.
COVID-19 Diagnostic Testing	CSD will not offer COVID-19 diagnostic testing.
Airflow and Circulation	<ul style="list-style-type: none"> Ventilation systems will be checked and maintained monthly by maintenance staff. Where possible, increased ventilation and outdoor air supply will be provided. Air purifier units are available for isolation room spaces as well as classrooms and offices where outdoor air supply is limited. Classes, breaks, and lunches may be held outdoors to the extent practicable.
Cohorting	<ul style="list-style-type: none"> In elementary school, students will be assigned to classrooms. A student's assigned classroom will function as their cohort. In middle school and high school, a student's assigned schedule will function as their cohort. Every classroom is designed to support inclusion of English language learners, students with disabilities consistent with their Individualized Education Program (IEP) or 504 plans, and other students diverse by demographics. The CSD Nursing Department will monitor attendance in collaboration with the building Office Manager by calculating the percentage of students/staff absent within each classroom and within the school.

OHA/ODE Recommendation(s) Layered Health and Safety Measures	Describe what mitigating measures the school will implement to reduce and respond to the spread of communicable disease and protect in-person instruction?
Physical Distancing	<ul style="list-style-type: none"> Teachers will be encouraged to plan for learning spaces in their classrooms that offer physical distancing. Teachers will be encouraged to minimize time standing in lines.
Hand Washing	<ul style="list-style-type: none"> CSD staff will continue to prioritize handwashing after students or staff use the restroom, handwashing before and after eating, and handwashing after sneezing and coughing. The CSD Facilities Department will provide approved alcohol-based hand sanitizer to all classrooms. CSD will provide schools with clear signage on the importance of handwashing in both English and Spanish.
Cleaning and Disinfection	<ul style="list-style-type: none"> Classrooms are cleaned and disinfected daily. Campus stewards will provide each classroom and workspace approved surface cleaners (730 solution) and microfiber cloths.
Training and Public Health Education	<ul style="list-style-type: none"> District protocols to prevent the spread of communicable disease will be shared with students, staff, and families throughout the school year. The District Public Information Officer, in conjunction with the Benton County Health Department, will develop communications for students, families, and staff.

PRACTICING PLAN TO BE READY

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.

INSERT THE LINK where this plan is available for public viewing.

Date Last Updated: **August 11, 2023**

Date Last Practiced: **August 15, 2023**