

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



School/District/Program Information

District or Education Service District Name and ID: School ID Numbers Listed Below


School or Program Name: HARNEY COUNTY RURAL SCHOOL CONSORTIUM - Diamond #2017, Double O #2021, Drewsey #2019, Fields (South Harney)#2022, Pine Creek #2016, and Suntex #2018

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Table 1.

| | |
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|  | <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>www.harneyesd.k12.or.us</p> |
| <p>Exclusion Measures Exclusion of students and staff who are diagnosed with certain communicable diseases. OAR 333-019-0010</p> | <p>The Harney County Rural School Consortium Communicable Disease Management Plan addresses exclusions from school for any staff and students who are demonstrating symptoms of COVID-19 and any other communicable diseases. Current practice: Harney Education Service Districts consults to establish connections with our local Public Health Agency to seek assistance in determining if staff and students need to quarantine and timeframes. We will follow all LPHA recommendations.</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>Isolation spaces are required and have been established in every school. Protocols are established in each district building for an isolation room for illness to separate people who have or may have a contagious disease from people who are not sick as required by OAR 581-022-2220. Policies and procedures are in place for identifying, monitoring, and mitigating outbreaks of communicable diseases including COVID-19. On behalf of all component school districts Harney Education Service District works closely with LPHA. For each school there is a designated isolation room for students or staff exhibiting COVID-19 or any other communicable disease while parents are contacted. Face coverings and other PPE are available at each location. Staff members who are assigned to this room will wear appropriate PPE, including face coverings. Sick individuals will remain in the room until a parent or guardian arrives to pick them up.</p> |
| <p>Emergency Plan or Emergency Operations Plan OAR 581-022-2225</p> | <p>Harney Education Service District Administrative and Support Services provide support in Emergency Operations Plans. We are in the process of working with all schools in Harney County, including School District 3 (Burns), Crane Elementary School District and Crane Union High School, local law enforcement, Harney County Emergency Management and Malheur Education Service District in the development and implementation of emergency plans for all schools in the county.</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)

Harney Education Service District has been fortunate to be able to hire a behavior interventionist who is currently working on obtaining her school counseling certificate. This individual plays a significant role in the over well-being of staff and students and is available for all our consortia schools.

Additional documents reference here:

[Suicide Prevention Policy guide](#)



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. | Shannon Criss, Superintendent Janet Caldwell, Program Director, Communicable Preparedness Liaison | Katie Hill, Administrative Assistant |

| School planning team members | Responsibilities: | Primary Contact (Name/Title): | Alternative Contact: |
|--|--|--|--------------------------------------|
| 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. | Shannon Criss, Superintendent Janet Caldwell, Program Director, Communicable Preparedness Liaison | Katie Hill, Administrative Assistant |
| 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. | Shannon Criss, Superintendent Janet Caldwell, Program Director, Communicable Preparedness Liaison | Katie Hill, Administrative Assistant |
| 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. | Shannon Criss, Superintendent Janet Caldwell, Program Director, Communicable Preparedness Liaison | Katie Hill, Administrative Assistant |

| School planning team members | Responsibilities: | Primary Contact (Name/Title): | Alternative Contact: |
|---|--|---|--|
| <p>Communications Lead <i>(staff member responsible for ensuring internal/external messaging is completed)</i></p> | <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 the school community. | <p>Shannon Criss, Superintendent</p> | <p>Janet Caldwell, Program Director, Communicable Disease Preparedness Liaison</p> |
| <p>District Level Leadership Support <i>(staff member in which to consult surrounding a communicable disease event)</i></p> | <ul style="list-style-type: none"> Has responsibility over communicable disease response during periods of high transmission in the 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. | <p>Shannon Criss, Superintendent</p> | <p>Janet Caldwell, Program Director, Communicable Disease Preparedness Liaison</p> |
| <p>Main Contact within Local Public Health Authority (LPHA)</p> | <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. | <p>Shannon Criss, Superintendent Janet Caldwell, Program Director, Communicable Preparedness Liaison</p> | <p>Janet Caldwell, Program Director, Communicable Disease Preparedness Liaison</p> |



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.)

Harney Rural Schools Equity Statement: We are committed to equity, access, inclusion, embracing diversity, and the success of each and every student. We strive for an inclusive and barrier-free environment, with practices that ensure that each and every person has meaningful access to high-quality education and opportunities to thrive. Rural Schools that operate in remote areas prioritize providing high quality educational opportunities that are equitable within the local context; i.e., making sure that our students have equal access to educational opportunities as peers across the state. When making decisions and taking action, we ask the following questions:

1. How does this decision align with our mission of creating high quality learning opportunities that foster a culture of belonging and promote self sufficiency.
2. Who does the decision impact? Have we evaluated the potential impacts on focal students and families, staff and community members?
3. Does this policy, program or practice address opportunity gaps and disparities for underserved students?
4. How will we measure success?

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.



Suggested Resources:

1. [Equity Decision Tools](#) for School Leaders
2. [Community Engagement Toolkit](#)
3. [Tribal Consultation Toolkit](#)

Table 3. Centering Educational Equity

| OHA/ODE Recommendation(s) | Response: |
|--|--|
| Describe how you will ensure continuity of instruction for students who may miss school due to illness. | Students who are absent from school for illness, or any reason, are provided individual instruction in order to help them access materials they missed. Due to the small size of classes this is an easy goal to accomplish. |
| 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>By August 15, 2023, each school district teacher will utilize registration information and previous academic records to identify any potential students who experience barriers to their education or who are disproportionately impacted by COVID-19 (e.g., students at increased risk of severe COVID-19 illness due to cognitive or developmental function, students at increased risk of negative impact/complications related to immunocompromised health status, etc.).</p> <p>Harney Education Service District will provide equity awareness training for all of the rural schools during the yearly Rural Teacher Inservice August 14th and August 15th, 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>Our rural schools are extremely small; often consisting of one or two families. After equity training and a review of attendance and academic information teachers will, if needed, contact families who have been identified as potentially being disproportionately impacted or historically underserved and work with them to develop an implementation plan to support them.</p> <p>All of our rural schools make it a priority to ensure students, staff, and families have equal opportunities to all educational opportunities. We strive to foster a welcoming school atmosphere and work hard to communicate with all families regardless of race, ethnicity, national origin, immigration status, documentation status, socioeconomic status or other traditionally marginalized groups. We make inclusiveness for all students a top priority and want all students to be included in every possible educational and school opportunity. With small and usually stable student populations</p> |

| OHA/ODE Recommendation(s) | Response: |
|--|--|
| | <p>it makes equity fairly straight forward. We strive to foster a welcoming school atmosphere where every student feels secure and confident to show their individual strengths and passions.</p> |
| <p>Describe what support, training or logistics need to be in place to ensure that the named strategies are understood, implemented, and monitored successfully.</p> | <p>Harney Education Service District will provide training in equity and potential barriers to education for all teachers at the Rural Teacher Inservice Training August 14th and August 15th, 2023.</p> |



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.



Suggested Resources:

1. Communicable Disease Guidance for Schools which includes information regarding:
2. Symptom-Based Exclusion Guidelines (pages 8-12)
3. Transmission Routes (pages 29-32)
4. Prevention or Mitigation Measures (pages 5-6)
5. School Attendance Restrictions and Reporting (page 33)
6. [CDC Guidance for COVID-19 Prevention in K-12 Schools](#)
7. [Supports for Continuity of Services](#)

Table 4. 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 | <i>CDC, OHA, and ODE recommend COVID-19 vaccination for all eligible individuals. Please include whether your school will offer COVID-19 vaccine clinics or notices about where to access vaccines in your community. Shots are required by law for children in attendance at public and private schools, preschools, child care facilities, and Head Start programs in Oregon. Nearly every place that provides care for a child outside the home requires shots or a medical or nonmedical exemption to stay enrolled.</i> |
| Face Coverings | For all individuals, the use of face coverings is an option that is respected. At all of our rural schools teachers and students know and respect individual choice. Respect is taught and expected of all of our students and staff. Signage is posted that welcomes individual choice; there is an environment where |

| 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? |
|---|--|
| | <p>face coverings are welcome, if a person chooses to wear one.</p> <p>The isolation and sick room is designated as the health care space within the building and signage is in place alerting all students and staff that face coverings are required within this space OAR 333-019-1011.</p> <p>Each school will, under the guidance of the LPHA and Harney Education Service District, communicate to families that at some point during the school year the school may need to require masking, based on federal, state, or local laws and policies, or to ensure that students with immunocompromising conditions or other conditions that increase their risk for getting very sick with COVID-19 can access in-person learning. The communication will reiterate that students with immunocompromising conditions or other conditions or disabilities that increase risk for getting very sick with COVID-19 will not be placed into separate classrooms or otherwise segregated from other students.</p> |
| Isolation | <p>Per OAR 581-022-2220 schools must maintain supervised space to isolate the sick that is separate from the space where other health care tasks take place.</p> <p>Isolation spaces are required and have been established in every school. Protocols are established in each district building for an isolation room for illness to separate people who have or may have a contagious disease from people who are not sick as required by OAR 581-022-2220. Policies and procedures are in place for identifying, monitoring, and mitigating outbreaks of communicable diseases including COVID-19. On behalf of all component school districts Harney Education Service District works closely with LPHA.</p> <p>For each school there is a designated isolation room for students or staff exhibiting COVID-19 or any other communicable disease while parents are contacted. Face coverings and other PPE are available at each location. Staff members who are assigned to this room will wear appropriate PPE, including face coverings. Sick individuals will remain in the room until a parent or guardian arrives to pick them up.</p> <p>All school staff will be trained at the Rural School Teacher Inservice on August 14th and August 15th, 2023, in isolation protocols for sick students and staff identified at the time of arrival or during the school day according to the CDMP. Individuals with COVID-19 symptoms will be isolated, offered a</p> |

| 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? |
|---|--|
| | test, and sent home. |
| Symptom Screening | In communication with families each school will include information to watch their student for symptoms of communicable disease, including COVID-19, influenza, respiratory syncytial virus (RSV), and gastrointestinal infections. If symptoms are present families are asked to keep their student home. |
| COVID-19 Diagnostic Testing | Rural schools are not offering diagnostic or screening testing at school. Parents are offered tests (when available) to take home and administer. Parents and families have also been referred to Harney County Local Public Health for further information on testing. |
| Airflow and Circulation | During the Rural School Teacher Inservice on August 14th and August 15th, 2023. Harney Education Service District staff will train school staff on increasing ventilation and outdoor air supply by opening windows and doors, using fans and air purifying units in spaces where outdoor air supply is limited. To the greatest extent possible, outdoor spaces will be utilized for breaks, lunches and learning. |
| Cohorting | All schools in this management plan are small enough that cohorting is not applicable. |
| Physical Distancing | During the Rural Teacher Inservice August 14th and August 15th, 2023. Teachers will be advised that keeping a 3 foot distance in the classroom is still recommended. Teachers will be encouraged to minimize time standing in lines. |
| Hand Washing | Thorough hand washing for all staff, students and visitors to all schools continues to be encouraged and supported. Bathrooms and handwashing areas have posters encouraging proper handwashing. Many of the schools have purchased and are using handwashing timers. Schools are also utilizing a “high speed hand washing” training through the Harney County OSU Extension Services office. |
| Cleaning and Disinfection | <p>Custodial staff in all schools have been trained in thorough cleaning of all surfaces with priority given to “high touch” areas. Harney Education Service District will provide refresher training as needed.</p> <p>If a classroom has had a sick person or someone who tested positive for COVID-19 within the last 24 hours, school staff and custodians will make sure that the space is thoroughly cleaned and disinfected.</p> <p>CDC information on thorough cleaning and disinfecting has been provided to all schools.</p> |

| 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? |
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| Training and Public Health Education | All staff will be trained in updated CDMP protocols and the most recent recommendations for mitigating COVID-19. This will occur during the Rural Teacher Inservice on August 14th and August 15th, 2023. Staff will also be required to complete SafeSchools Health training - Coronavirus 105 - Cleaning and Disinfecting. New staff will be required to complete SafeSchools Health training - Coronavirus 101 - What You Need to Know. All staff will be invited to also review the SafeSchools Health training - Coronavirus 103 - Managing Stress and Anxiety. |

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.

www.harneyesd.k12.or.us where this plan is available for public viewing.

Date Last Updated: **July 28, 2023**