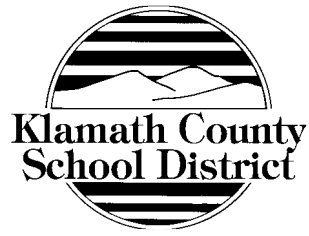# School-Level COVID-19 Management Plan

School Year 2022-23

School/District/Program Information

District or Education Service District Name and ID: Klamath County School District #2057

School or Program Name: _____Bonanza Junior/Senior High School_____

Contact Name and Title: _____Jordan Osborn Principal_____

Contact Phone:_____5415456581_____   Contact Email: _____osbornj@kcsd.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	KCSD COMMUNICABLE DISEASE, EMERGENCY PANDEMIC PLAN AND ISOLATION ARE LOCATED AT THE FOLLOWING LINK: https://www.kcsd.k12.or.us/cms_files/resources/2021%202022%20KCSD%20Comp%20Comm%20Dis%20Plan%20v1.2.pdf
Exclusion Measures Exclusion of students and staff who are diagnosed with certain communicable diseases OAR 333-019-0010	KCSD COMMUNICABLE DISEASE, EMERGENCY PANDEMIC PLAN AND ISOLATION ARE LOCATED AT THE FOLLOWING LINK: https://www.kcsd.k12.or.us/cms_files/resources/2021%202022%20KCSD%20Comp%20Comm%20Dis%20Plan%20v1.2.pdf
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	KCSD COMMUNICABLE DISEASE, EMERGENCY PANDEMIC PLAN AND ISOLATION ARE LOCATED AT THE FOLLOWING LINK: https://www.kcsd.k12.or.us/cms_files/resources/2021%202022%20KCSD%20Comp%20Comm%20Dis%20Plan%20v1.2.pdf

	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.
Educator Vaccination OAR 333-019-1030	KCSD will continue with volunteers, coaches, etc. annually. Verifying will continue for new staff showing vaccination/exceptions on file with the district.
Emergency Plan or Emergency Operations Plan OAR 581-022-2225	On file with Superintendent. See district emergency operations plan. https://www.kcsd.k12.or.us/district/covid-19-information.cfm
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.	Jordan Osborn Principal	Josh Crawford Vice Principal
School Safety Team Representative (*or staff member knowledgeable about risks within a school, emergency*	• 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.	Jordan Osborn, Principal Laura Limb Lead Nurse Glen Szymoniak, Superintendent Marcia Schlottman, Public Relations	Rochelle Hill District Nurse

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
response, or operations planning)			
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.	District Lead Nurse Laura Limb	Rochelle Hill, RN
School Support Staff as needed (*transportation, food service, maintenance/custodial*)	• Advises on prevention/response procedures that are required to maintain student services.	Jordan Osborn, Principal Glen Szymoniak, Superintendent Marcia Schlottman, Public Relations Laura Limb, RN District Lead Nurse	

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
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.	Glen Szymoniak, Superintendent Marcia Schlottman, Public Relations Laura Limb, RN District Lead Nurse	Jordan Osborn, 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 function 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.	Glen Szymoniak, Superintendent Marcia Schlottman, Public Relations Laura Limb, RN District Lead Nurse	Jordan Osborn 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.	Glen Szymoniak, Superintendent Laura Limb, RN District Lead Nurse Marcia Schlottman, Public Relations	Jessica Dale Asst Director Klamath 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], etc.)

- Tribal consultation
- Socioeconomic identification
- KBBH counselors for 7-12 grade students.
- K-6 school counselors
- ELL
- LGBTQI+

Suggested Resources:
1. Equity Decision Tools for School Leaders
2. Oregon Data for Decisions Guide
3. Oregon's COVID-19 Data Dashboards by Oregon Health Authority COVID-19
4. Data for Decisions Dashboard
5. Community Engagement Toolkit
6. Tribal Consultation Toolkit

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[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 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.	District Level Support: All schools have a position to implement and address Social and Emotional Learning. *K-12 Social Emotional Learning Administrator Building Level Support: All schools have a position to implement and address Social and Emotional Learning. *Create positive school climate to reach out for help *Normalizing counseling help *Time for students to meet with school counselors Classroom Level Support: Building administrators will collaborate with their staff, parents, and students to develop processes encouraging the building of relationships.
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.	Continuation of the following processes and programs: • McKinney Vento assistance • Tribal consultation • ELL • Rural support • SES • Mental Health referrals.
What support, training or logistics need to be in place to ensure that the named strategies are understood, implemented, and monitored successfully.	Communication throughout the district will continue as needed. Education of identified staff will be provided as guidelines and status changes evolve.

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 postvention plan; School Based Health Center resources; tribal resources, etc.)

- K-12 Counselors available
- KBBH Partnership
- Partnership with Klamath Tribe
- Suicide prevention/You Matter to Klamath Coalition

Suggested Resources:
1. ODE Mental Health Toolkit
2. Care and Connection Program
3. Statewide interactive map of Care and Connection examples
4. Care and Connection District Examples
5. Oregon Health Authority Youth Suicide Prevention

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.	**Classroom** *Teachers take time to meet students' needs *Many classrooms and schools have created safe spaces for all students to access *Second Steps Curriculum *Ross Ragland Creative Arts Project- Creative expressions to explore and process experiences. **Counselor** *Available for students throughout the school day for private counseling time

OHA/ODE Recommendation(s)	Response:
	*Referral to outside agencies for more in-depth counseling.
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.	We have a counselor on site as well as KBBH counselors available. We use character strong SEL.
Describe how you will link staff, students and families with culturally relevant health and mental health services and supports.	District *Partnership with Klamath Tribal Health for Tribal Students *Partnership with Klamath Basin Behavioral Health- Crisis response, individual counseling *Counseling through Employee Assistance Program *You Matter to Klamath Coalition- County wide suicide prevention *Improve family engagement practices through parent information nights focused on Care and Connection and developmentally appropriate Social and Emotional Learning
Describe how you will foster peer/student lead initiatives on wellbeing and mental health.	Building and District administrators are focused on providing varied opportunities for student voice and student led initiatives. *Opportunity to produce Suicide Prevention Video with safe messaging to You Matter to Klamath Coalition; students may also join this coalition *Building Student Councils will be consulting and leading work on Care and Connection *Hope Squad- safe meeting place for teens *Hunger Not Impossible *Friends of LGBQ+ *Clothes Closet

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
2. Communicable Disease Guidance for Schools 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)
3. COVID-19 Investigative Guidelines
4. Planning for COVID-19 Scenarios in School
5. CDC COVID-19 Community Levels
6. Supports for Continuity of Services

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	KCSD works with LPHA to schedule and administer Covid vaccinations. Staff will be offered vaccinations as vaccination clinics are arranged. Coordination through the District Nurse Lead is required. KCPH will continue to work to ensure that COVID-19 vaccines are available for students and staff of all ages. KCPH coordinates with OHA to bring in mobile vaccine teams to address the need in the face of staffing shortages preventing clinics from being able to offer vaccines to all ages.
Face Coverings	KCSD Communicable Disease Plan offers education and guidance on wearing facemasks. • Procedures follow local public health and CDC guidance for correct wearing of face coverings.
Isolation	KCSD Communicable Disease Plan covers the use of isolation rooms, process of handling a potential case and the quarantine of exposed and or positive cases. • Student/staff who are symptomatic are escorted to an isolation room designated separate and not nursing/first aid location when available, from general population. • KCSD illness guidelines are followed in alerting parents/guardians to come and pick up child. • Staff are sent home and put in contact with District Nurse for further directions
Symptom Screening	KCSD staff/admin performs daily screens upon student/staff arrival to school. KCSD District Covid Nurses will have a limited supply of tests to use as a last resort. • Screening is visual at the entrance doors for all who are entering the buildings and those found to be ill are immediately isolated and the District Nurse is contacted
COVID-19 Testing	Onsite testing is a last resort. All covid testing will be completed by trained staff. District Nurses will monitor the program and validate testing as a last resort. There are multiple testing sites within Klamath County that can meet the needs of our population such as Klamath Open Door, Klamath Tribal Health, Student based health center (Mazama location), rural clinics, etc. • KCPH will continue to work with KCSD to provide tests home test resources when a need is determined.

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?
Airflow and Circulation	KCSD follows our facility policies and the Communicable Disease Plan guidelines. • Ensuring the HVAC systems are as current as possible. Updating when needed and funds are available. • Opening of windows in rooms. • Increasing the outside educational opportunities. All are used to decrease risk of spread.
Cohorting	KCSD Communicable Disease Plan is the guideline for implementing and following physical distancing and development of cohorts were applicable. • Limiting the number of students that come in close contact with other students. • Small groups of staff and students to decrease the risk of transmission and need to quarantine large numbers of students and staff.
Physical Distancing	KCSD Communicable Disease Plan is the guideline for implementing and following physical distancing were applicable. • Limiting the number of students that come in close contact with other students. • Maintaining minimum of 3 feet distancing when available.
Hand Washing	KCSD Communicable Disease Plan outlines the procedure for handwashing and respiratory etiquette. • Posters, handouts, educational opportunities and reminders to all staff and students to ensure the knowledge of correct handwashing technics and respiratory etiquette. • Encouragement by staff to have students wash hands. • Cough in elbows or tissue and wash hands after.
Cleaning and Disinfection	Increased sanitation, daily cleaning of all high touch surfaces, weekly deep cleans. a. Targeted deep sanitation of areas where exposure to communicable disease is identified.
Training and Public Health Education	All KCSD Staff will have the opportunity to be trained during in-service week, staff meetings, etc. of the Covid mitigation plans. District Nurses will work closely with LPHA for public education focusing on the baseline updates and increased measures.

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	KCSD works with LPHA to schedule and administer Covid vaccinations. Staff will be offered vaccinations as vaccination clinics are arranged. Coordination through the District Nurse Lead is required. • KCPH coordinates with OHA to bring in mobile vaccine teams to address the need in the face of staffing shortages preventing clinics from being able to offer vaccines to all ages.
Face Coverings	As a last resort mitigation strategy if necessary to avoid complete school closure.
Isolation	KCSD Communicable Disease Plan covers the use of isolation rooms, process of handling a potential case and the quarantine of exposed and or positive cases. • Student/staff who are symptomatic are escorted to an isolation room designated separate and not nursing/first aid location when available, from general population. • KCSD illness guidelines are followed in alerting parents/guardians to come and pick up child. Staff are sent home and put in contact with District Nurse for further directions
Symptom Screening	KCSD staff/admin performs daily screens upon student/staff arrival to school. KCSD District Covid Nurses will have a limited supply of tests to use as a last resort. Screening is visual at the entrance doors for all who are entering the buildings and those found to be ill are immediately isolated and the District Nurse is contacted
COVID-19 Testing	There are multiple testing sites within Klamath County that can meet the needs of our population such as Klamath Open Door, Klamath Tribal Health, Student based health center (Mazama location), rural clinics, etc. • KCPH will continue to work with KCSD to provide home test resources when a need is determined.

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).
Airflow and Circulation	KCSD follows our facility policies and the Communicable Disease Plan guidelines. • Ensuring the HVAC systems are as current as possible. Updating when needed and funds are available. • Opening of windows in rooms. • Increasing the outside educational opportunities. • All are used to decrease risk of spread.

Cohorting[2]	Admin will notify District Nurses who should notify their LPHA about unusual respiratory disease activity if the following absence thresholds are met and at least some students are known to have influenza or COVID-like symptoms:
	1. At the school level: ≥ 30% absenteeism, with at least 10 students and staff absent
	2. At the cohort level: ≥ 20% absenteeism, with at least 3 students and staff absent
	
	Resume cohorts as possible to reduce crowded areas and achieve greater distance
	  a. Entry and exit
	  b. Eating
	  c. Recess

Physical Distancing	When practical increase physical distance beyond 3 feet, with 6 feet being best practice. Achieve highest level of distancing practical.
	  a. Consider closing staff break rooms and lunchrooms, or provide ability to maintain distance within those rooms
	  b. Use outdoor spaces to assist with distancing as possible

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[2] Cohorting refers to establishing a consistent group of students that stay together for a significant portion of the school day. Examples include stable mealtime cohorts, classrooms, table groups, lunch bunches, and other group situations. Cohorts should be as small as feasible to minimize exposure.

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).

Hand Washing	Increased sanitation, daily cleaning of all high touch surfaces, weekly deep cleans.
	   a. Targeted deep sanitation of areas where exposure is reported
	   b. Frequent reminders to wash hands especially before eating.

Cleaning and Disinfection	Increase sanitation efforts, daily deep cleaning a. Continue targeted deep sanitation of areas where exposure is reported
Training and Public Health Education	Review of Communicable Disease Plan with staff, District Nurses are available to consult, and new/remedial education will be provided as needed and developed.

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	KCSD Staff will return to baseline as soon as possible based on recommendations from LPHA and KCSD leadership.
Face Coverings	Face masks will be used as a last resort prior to the need to close a school. Those wanting to wear masks may do so.
Isolation	KCSD Staff will return to baseline as soon as possible based on recommendations from LPHA and KCSD leadership.

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?
Isolation	
Symptom Screening	KCSD Staff will return to baseline as soon as possible based on recommendations from LPHA and KCSD leadership.
COVID-19 Testing	KCSD Staff will return to baseline as soon as possible based on recommendations from LPHA and KCSD leadership.
Airflow and Circulation	KCSD Staff will return to baseline as soon as possible based on recommendations from LPHA and KCSD leadership.
Cohorting	KCSD Staff will return to baseline as soon as possible based on recommendations from LPHA and KCSD leadership.
Physical Distancing	KCSD Staff will return to baseline as soon as possible based on recommendations from LPHA and KCSD leadership.
Hand Washing	KCSD Staff will return to baseline as soon as possible based on recommendations from LPHA and KCSD leadership.
Cleaning and Disinfection	KCSD Staff will return to baseline as soon as possible based on recommendations from LPHA and KCSD leadership.
Training and Public Health Education	KCSD Staff will return to baseline as soon as possible based on recommendations from LPHA and KCSD leadership.

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.

https://www.kcsd.k12.or.us/district/covid-19-information.cfm

Date Last Updated: **08/23/22**   Date Last Practiced: **08/23/22**