School-Level COVID-19 Management Plan

Ukiah School For School Year 2022-23

School/District/Program Information

District or Education Service District Name and ID: Ukiah School District 80R, ID# 2210

School or Program Name: Ukiah School

Contact Name and Title: Laura Orr, Superintendent

Contact Phone: 541-427-3732 Contact Email: laura.orr@ukiah.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://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1566860/Safe_School_link.pdf
Exclusion Measures Exclusion of students and staff who are diagnosed with certain communicable diseases OAR 333-019-0010	**https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1566860/Safe_School_link.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	**Ukiah School District utilizes policies and procedures in a layered approach to identifying, monitoring, and mitigating outbreaks of communicable diseases includign COVID-19. USD works with LPHA for guidance.** **Students exhibited symptoms shall be isolated in an unused classroom.**
Educator Vaccination OAR 333-019-1030	**All district staff submitt COVID-19 vaccine information. Those requesting an exemption are counciled and provided a district form. Approval of the exemption and reasonable steps to esure taht unvacinatted teachers, school staff, and volunteers are protected from contracting and spreading COVID-19 are issued by the district.**
Emergency Plan or Emergency Operations Plan OAR 581-022-2225	**Emergency Oporations Plan on file in District Office**

	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.**
Additional documents reference here:	**Ukiah School District has developed a website where parents can retrieve information about all school policies, protocols and procedures. However, because internet access is limited in our community, we also send relivent and important information through USPS mailings,and routine notices home.**

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.	Laura Orr, Superintendent Laura.Orr@ukiah.k12.or.us	

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
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.	Laura Orr, Superintendent Laura.Orr@ukiah.k12.or.us	
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.	Laura Orr, Superintendent Laura.Orr@ukiah.k12.or.us	
School Support Staff as needed (*transportation, food service, maintenance/custodial*)	• Advises on prevention/response procedures that are required to maintain student services.	Laura Orr, Superintendent Laura.Orr@ukiah.k12.or.us	

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.	Laura Orr, Superintendent Laura.Orr@ukiah.k12.or.us	
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.	Laura Orr, Superintendent Laura.Orr@ukiah.k12.or.us	
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.	Laura Orr, Superintendent Laura.Orr@ukiah.k12.or.us	
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.)

- USD utilizes the IMESD Equity Lens

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

[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.	Ukiah School District utilizes a variety of resources to meet the needs of all students. We identify student risk levels and monitor (academics, behaviors, attendence) through regular staff meetings and data tracking. USD works closely with the IMESD to provide supports and interventions in social, academic, behavioral, and familiy supports.
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.	Ukiah School District policies, protocols and procedures ensure that every student is treated with equality and with respect. Our district staff routinly meets to discuss student need, monitor and change plans of support for students, and evaluate current interventions.
What support, training or logistics need to be in place to ensure that the named strategies are understood, implemented, and monitored successfully.	Ukiah School District staff are provided with annual trainning and support by the district and IMESD. Ongoing training and supports are provided as needed.

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.)

- USD utilizes supports through IMESD partnerships

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.	District wide k-12 focuses on restablishing connections adn partnerships during quarterly Open House events, school based activites, and partnerships with the local library and day care. Community partners are included in the planning and implemntation.
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.	This work is done at the class level by teachers in related grade or subject area. It is supported at the individual level by school conselors and academic coaching.
Describe how you will link staff, students and families with culturally relevant health and	Ukiah School District provides relevant health and mental health services through the following protocols: • Individualized academic supports avalible K-12 • Behavioral support team in partnership with IMESD • Mental health support through contracted counselors K-12 • K-12 professional development on Trama-Informed practices

OHA/ODE Recommendation(s)	Response:
mental health services and supports.	
Describe how you will foster peer/student lead initiatives on wellbeing and mental health.	Ukiah Shcool District rutinly encourages and practices student voice through class meetings, individual interviews, and group events. Student voice is essential to the district process of developing student driven learning and communtiy connections.

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	*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.* Ukiah School District complies with state regulations requiring educator vaccinations. Students, families and staff are directed to regional vaccination sites upon request.
Face Coverings	Ukiah School District does not require face coverings; however the district will encourage them during times of high transmission.
Isolation	Students exhibiting symptoms will be isolated using procedures outlined in the Communicable Disease Plan
Symptom Screening	The district provides communication with families and staff regarding communicable disease symptoms, including COVID-19. If symptoms are present, familes are asked to keep their students home.
COVID-19 Testing	*OHA offers both diagnostic and screening testing programs to all public and private K-12 schools in Oregon. Please include whether your school will offer diagnostic and screening testing, respectively.* Ukiah School Distrist provides free COVID-19 diagnostic testing on site for both students and staff as requested.
Airflow and Circulation	Instilaton of new heating adn cooling systems for each classroom has increased the effectiveness of airflow and circulation. Individual rooms aslo have a dedicated air purification system for use during school hours.
Cohorting	Student cohorting groups are utilized as needed and appropriate.
Physical Distancing	Ukiah Schoo District classrooms are organized to provide ample space between students during instrution and recreational activities.
Hand Washing	All people on campus are encouraged to frequently wash their hands and/or use hand sanitizer. Staff remind students of handwashing with signage and regular rverbal cues.
Cleaning and Disinfection	Daily cleaning of all common touch points in classrooms, hallways, entryways, and cafeterials with a disinfecting cleaner. All restrooms are dsinfected regularly. In the event of an outbreak, further cleaning protocols are implemented.

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?**
Training and Public Health Education	Ukiah School District utilizes local and regional educational publications, signage, and communication strategies to inform families and staff of COVID-19 safey and cases within the school. These strategies are implemented as needed and at the district level.

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	During periods of high transmission, Ukiah School District collabrates with the LPHA and local partners in the establishment of vaccine clinics at any school site as requested by the health athority or community partners. The district wil ensure access and equity in vaccination, testing, treatment, community outreach, and support services for disproportonaly affected populations.
Face Coverings	*CDC, OHA, and ODE recommend universal use of face coverings during periods of high transmission. Please include whether your school will implement this critical recommendation.* During periods of high transmission, the district (in cllaboration with the LPHA) may strongly recomend universal indoor masking at the direction of the superintendent.
Isolation	Staff is trained in the use of isolation room protocals, quarantine protocols, and wearing of PPE. Isolation is used when necessary as per the communicable disease plan.

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).
Symptom Screening	When COVID-19 case counts are locally high, the district will communicate with families and staff regarding the importance of at-home symptom screening and isolation when sick to reduce the risk of spreading infectous disease.
COVID-19 Testing	Ukiah School Dsitrict will make available free COVID-19 testing kits to families and staff as requested.
Airflow and Circulation	During times of locally high COVID-19 case counts, all classroom air purification devices will be one 24 hrs/day instead of only during school hours.
Cohorting[2]	*Schools 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* During times of locally high COVID-19 case counts, additional cohorting and increased student spacing will be implimented to minimize cross-cohort contamination.
Physical Distancing	During times of high transmission and ocally high COVID-19 case load, the district will encourage students and staff to maintain at least 3 feet distance when possible.
Hand Washing	Handwashing procedures (education, postings, reminders, and access to handwashing) will be supplemented with increased access to hand sanitizer in each classroom and shared space.
Cleaning and Disinfection	During times of high local transmission, classrooms will be cleaned and santized each day with high touch areas being cleaned and disinfected multiple times per day.
Training and Public Health Education	Ukiah School District will establish plans with the LPHA for communicating health adn safety protocals to student, families and greater community population.

[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.

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	During periods of transmission that justify collaboration with LPHA and OHA, the district will continue to collaborate in establishing vaccine clinics at school sites or with community partners. This collaboration will decrease as the local case counts lower and increase as local case counts rise. The district will continue to assure access and equity in provided vaccination, testing, treatment, education, community support, and offered support services for all community populations.
Face Coverings	Continued signage and supports for masking within the school building will be posted.
Isolation	Ukiah School District will continue to utilize the isolation protocols as outlined in the communicable disease plan.
Symptom Screening	Ukiah School District will continue to emphasize to familes and staff only coming to school or work health and reminding staff and families of the importance of staying home when sick to reduce the risk of spreading infectious disease.
COVID-19 Testing	Ukiah School District will continue to provide free on-site COVID-19 testing.
Airflow and Circulation	Ukiah School District will continue to use the classroom air purification devices during school hours.
Cohorting	Ukiah School District will establish reasonable student cohorts reflective of studnet need and local COVID-19 case counts justify and with the goal of reducing risk and spread of infectious disease.
	Ukiah School District provides space for reasonable physical distancing within classrooms and shared spaces. During times of increased transmission, communication regarding physical distancing will increased.

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?**
Physical Distancing	
Hand Washing	Handwashing education and support will continue to be posted, access provided, and access to hand sanitizer maintained.
Cleaning and Disinfection	Effective cleaning and sanitation procedures will be maintained within all school facilities. As transmission and case loads change the level and frequency of sanitation will be adjusted.
Training and Public Health Education	Ukiah School District will establish plans in collaboration with LPHA for communicating health and safety protocols to student, familie, and to all members of our local community.

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.

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

Date Last Updated: **8/15/2022**

Date Last Practiced: **8/15/2022**