

School-Level COVID-19 Management Plan
Cove School District Template For School Year 2022-23



School/District/Program Information

District or Education Service District Name and ID: Cove School District, ID #2216

School or Program Name: __Cove Charter School_____

Contact Name and Title: __Earl Pettit, Superintendent_____

Contact Phone: __541-568-4424_____ Contact Email: __earl.pettit@covesd.org_____

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	See adopted policy: https://policy.osba.org/cove/J/JHCC%20D2.PDF
Exclusion Measures Exclusion of students and staff who are diagnosed with certain communicable diseases OAR 333-019-0010	Exclusion protocol is described in the Cove School District Communicable Disease Management Plan. As indicated by the plan, Isolation Protocols apply equally to all students and staff.
Isolation Space Requires a prevention-oriented health services program including a dedicated space to isolate sick students and to provide services for students with special health care needs. OAR 581-022-2220	https://policy.osba.org/cove/J/JHCC%20D2.PDF https://policy.osba.org/cove/J/JHCC%20R%20D1.PDF
Educator Vaccination OAR 333-019-1030	Cove SD will maintain compliance with state executive orders that require all staff to provide proof of vaccination and/or medical/religious exception to work at a school site. The district will work to maintain confidentiality in all aspects of this requirement. Staff will continue to be provided with information on vaccination sites, dates, etc.
Emergency Plan or Emergency Operations Plan OAR 581-022-2225	https://5il.co/18zaw https://5il.co/87jl



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:



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. 	Earl Pettit, Superintendent	<p>541-568-4424 earl.pettit@covesd.org</p>

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. 	Earl Pettit, Superintendent	541-568-4424 earl.pettit@covesd.org
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. 	Deena Reed, Nurse	541-568-4424
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. 	Lucas Wagoner, Custodian	541-568-4424 Lucas.wagoner@covesd.org

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
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. 	Earl Pettit, Superintendent	541-568-4424 earl.pettit@covesd.org
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 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. 	Earl Pettit, Superintendent	541-568-4424 earl.pettit@covesd.org
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. 	Carrie Brogoitti, LPHA Administrator	541-962-8800 cbrogoitti@chdinc.org
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 Consultation¹, etc.)

- Equity Decision Tools for School Leaders
- Oregon Data for Decisions Guide
- Oregon COVID-19 Data Dashboards by Oregon Health Authority
- Data for Decisions Dashboard
- Planning for COVID-19 Scenarios in Schools by Oregon Department of Education and Oregon Health Authority
- Tribal Consultation Toolkit



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:
<p>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.</p>	<p>The Cove School District has worked diligently to tread very carefully, strategically and respectfully with our stakeholders to support health and mental health. A hallmark of generational poverty is a culture of distrust in government and authority. We work closely with our partners and staff to focus on building trust so students will have the support at home to access health and mental health services.</p> <p>We secure partners and resources to respond to the basic needs of students and families (e.g., food, shelter, clothing, mental/social/emotional health supports) and the needs of students and families to access learning (e.g., digital devices, hot spots, technology support).</p>
<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 COVID-19.</p>	<p>The district uses the following strategies to differentiate and support students and staff:</p> <ul style="list-style-type: none"> ● Strategically pair educators who infuse culturally responsive and sustaining practices with students who will benefit most from instruction that centers student identity, builds intellectual capacity, and develops academic mindsets. ● Respond to trauma and collective grieving as it arises. ● Recognize that COVID-19 impacts staff differently based on their race, age, culture, role, etc. ● Develop students’ abilities to connect across cultures by affirming racial and cultural identities and creating ● opportunities for students to learn from each other and with each other.
<p>What support, training or logistics need to be in place to ensure that the named strategies are understood, implemented, and monitored successfully.</p>	<p>As a Superintendent and Elementary School Principal watching the pandemic further isolate and divide, my leadership, decision-making and recommendations are increasingly influenced by concern for the students in our community who often lack healthy role models and depend on each other. We are learning about how best to gain trust, provide the time, attention and care that our small school culture allows.</p>

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.)

- A variety of resources are provided on our website: <https://www.cove.k12.or.us/documents/covid---19-information/113578>
- [Safe Routes to School](#)


	<p>Suggested Resources:</p> <ol style="list-style-type: none"> 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
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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.	<p>Modeling and facilitating healthy relationships in order to build up our community is a priority for the Cove School District. Cove School is the center of relationship-building for the entire community. To this end, the district:</p> <ul style="list-style-type: none"> • Supports extra-curricular opportunities for students that teach and apply leadership and team-building skills, including FFA, FBLA, National Honor Society and Robotics. • Encourages and provides flexibility for staff to coach after-school activities for elementary and middle school students, such as football, soccer, volleyball, basketball, Little League and other community projects or organizations. • Secured a Wellness grant focused on providing physical, emotional and behavioral activities for staff.
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.	<p>The Cove School District is proud of our investments in creative and reflective outlets for students and staff. Support student-centered, and project-based educational experiences that ignite student agency, identity, and voice. As a rural community, the district takes advantage of all opportunities to expose students to reflective and creative activities they would likely not be able to access without the school’s intervention. These opportunities to see how other cultures, voices and communities exist in the world. Exposure to their stories, told through various art forms, provides an important window for our students into other ways of living and contributing, outside of the Grande Ronde Valley. Feedback from students is an important part of our decision-making process. In addition to the future-focused work, the district has:</p>

OHA/ODE Recommendation(s)	Response:
	<ul style="list-style-type: none"> • Several courses are offered to students to explore and process (e.g. Art, Band, Choir, Woodworking, Auto Mechanics, Welding, Drama) • Solidified music program with all K-6 students attending music class daily. • Administrative check-ins with staff • Staff Yoga class available
<p>Describe how you will link staff, students and families with culturally relevant health and mental health services and supports.</p>	<p>As a district we:</p> <ul style="list-style-type: none"> • Hired a full-time mental health counselor. • Work closely with CARE Coordinators to partner with families as early as possible. • Coordinate with Union County Health Authority and work closely with the Center for Human Development • Prioritize strategies for developing relationships with parents, including: making home visits, encouraging staff to be present and active in the community. As an administrative team we model this behavior by attending as many games and events as possible to meet and build trust with families, even those who may not yet have children in our school yet.
<p>Describe how you will foster peer/student lead initiatives on wellbeing and mental health.</p>	<p>As the centerpiece of our SIA planning and facility assessment, we met with 7th-12th grade students to develop strategies for improving student wellbeing and health. Much of the resulting plan and budget was based on their feedback, including increasing FTE related to counseling and the Arts already mentioned. This was also supported by implementation of scheduling forecasting taking into account student desires and preferences for courses.</p>



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	<p><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.</i></p> <ul style="list-style-type: none"> ● Publicizing opportunities for vaccination through county clinics ● Encourage and share information about vaccinations through emails, websites, etc. ● 100% Compliance of all employees and volunteers with the vaccination mandate
Face Coverings	<p>At the time of this update, masking is not required by OHA but masks are still provided upon request and students/staff may choose to continue to mask. The district may return to universal masking if mandated under subsequent emergency orders.</p>
Isolation	<ul style="list-style-type: none"> ● https://policy.osba.org/cove/J/JHCC%20D2.PDF https://policy.osba.org/cove/J/JHCC%20R%20D1.PDF] ● New isolation room/nurses station available and used for illness isolation
Symptom Screening	
COVID-19 Testing	<p><i>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.</i></p> <p>We currently have available for home use the fast-acting COVID diagnostic kits. Our school nurse is researching how to continue offering this service. In case of interruption, we will direct students, families and staff to the local clinic.</p>
Airflow and Circulation	<p>The district complies with all state, federal and manufacturer guidelines for upkeep and maintenance of HVAC systems. Filters meet or exceed current standards.</p>
Cohorting	<p>We continue to cohort by grade bands for daily activities and meal times.</p>
	<p>As part our Operational Blueprint, the Cove School District completed detailed physical measurements of our facilities to ensure that we could return to in-person instruction with 6 foot of separation. Moving forward we are</p>

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?
Physical Distancing	<p>confident that we will easily be able to maintain at least 3 feet of space to separate students and staff and when feasible, 6 -feet, in tandem with continuing to cohort by grade bands for daily activities and meal times.</p> <p>Physical distancing requirements are subject to the guidance of OHA but the District remains flexible and responsive to OHA current guidance regarding physical distancing.</p>
Hand Washing	<p>Students are encouraged to wash hands before and after each meal, after using the restroom and recess. Signage is used to remind students and staff of the importance of good hygiene. Hand sanitizer is deployed at all main entrances/exits to buildings, hallways and classrooms. Sharing of equipment will be kept to a minimum and cleaned frequently.</p>
Cleaning and Disinfection	<p>Low Risk: School sites will not be required to implement normal daily cleaning standards to minimize the spread of COVID. Depending on the time of year or community risk level, school may increase cleaning of high touch surfaces to daily as directed.</p> <p>When in MODERATE or HIGH RISK Cove SD may institute Cleaning protocols to limit exposure and transmission per information below. ● Cleaning and disinfecting is everyone’s responsibility. ● The Cove SD custodian crew has many years of experience and knowledge with continual training on cleaning and disinfecting procedures. ● The district will provide training as well as complete disinfecting and cleaning chemicals and other supplies. The district has new cleaning equipment to quickly and effectively take care of entire buildings. ● Routine and high-touch areas will be cleaned and disinfected often. ● Personal items will be cleaned and disinfected immediately after use by the user</p>
Training and Public Health Education	<p>Continue to partner with our local health departments, school nurse and ESD services to access and share accurate public health information.</p> <ul style="list-style-type: none"> ● Plan/methods for communicating with and updating staff and school community about the required and advisory health and safety measures undertaken by the district. ● Post signs and other information around the school buildings. ● Follow established protocols for communicating with students, families and staff who have come into close contact with a person who has COVID-19.

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? <i>*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).</i>
COVID-19 Vaccination	The district will continue to follow appropriate laws, mandates, or regulations regarding vaccination in the 22/23 school year. Community information and updates will be shared via the district website, Facebook, and other social media outlets.
Face Coverings	<i>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.</i> Cove SD will exercise judgement based upon all available information in making such determination.
Isolation	Students and staff who report or develop symptoms must be isolated in a designated isolation area in the school, with adequate space and staff supervision and symptom monitoring by a school nurse, other school-based health care provider or school staff until they are able to go home – just as is the case with any believed communicable disease.
Symptom Screening	If staff, students, or visitors display symptoms, follow communicable disease protocols, go home or go to sick room/isolation, get support from school nurse, and communicate with health agencies to evaluate symptoms and determine next steps.
COVID-19 Testing	Cove SD will make tests available but will not mandate nor administer medical tests.
Airflow and Circulation	Cove SD will provide best airflow and circulation possible to students and staff based on system capabilities
Cohorting ²	<i>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:</i> 1. <i>At the school level: ≥ 30% absenteeism, with at least 10 students and staff absent</i> 2. <i>At the cohort level: ≥ 20% absenteeism, with at least 3 students and staff absent</i>
Physical Distancing	Support physical distancing in all daily activities and instruction, maintaining at least 3 feet between students to the extent possible. Maintaining physical distancing should not preclude return to full-time, in-person instruction for all students.

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	All persons occupying district facilities will wash their hands with soap and water for twenty seconds once every two hours and/or at every transition. However, if for practical reasons, this is not possible hand sanitizer (consisting of at least 60% alcohol content) may be used until such time soap and water becomes practical.
Cleaning and Disinfection	Cleaning and disinfecting is everyone’s responsibility. <ul style="list-style-type: none"> ● The Cove SD custodian crew has many years of experience and knowledge with continual training on cleaning and disinfecting procedures. ● The district will provide training as well as complete disinfecting and cleaning chemicals and other supplies. The district has new cleaning equipment to quickly and effectively take care of entire buildings. ● Routine and high-touch areas will be cleaned and disinfected often. ● Personal items will be cleaned and disinfected immediately after use by the user
Training and Public Health Education	Training and Public Health education of students, staff, and community stakeholders will happen daily/weekly based on current school/district data when in HIGH Risk.

Table 7.

COVID-19 Mitigating Measures

<p>OHA/ODE Recommendation(s) Layered Health and Safety Measures</p>	<p>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?</p>
<p>COVID-19 Vaccination</p>	<p>Regardless of LOW or HIGH RISK LEVEL, district student, staff, and community members will be encouraged to be vaccinated.</p>
<p>Face Coverings</p>	<p>Cove SD will exercise judgement based upon all available information in making such determination.</p>
<p>Isolation</p>	<p>Students and staff who report or develop symptoms must be isolated in a designated isolation area in the school, with adequate space and staff supervision and symptom monitoring by a school nurse, other school-based health care provider or school staff until they are able to go home – just as is the case with any believed communicable disease.</p>
<p>Symptom Screening</p>	<p>If staff, students, or visitors display symptoms, follow communicable disease protocols, go home or go to sick room/isolation, get support from school nurse, and communicate with health agencies to evaluate symptoms and determine next steps.</p>
<p>COVID-19 Testing</p>	<p>Cove SD will make tests available but will not mandate nor administer medical tests.</p>
<p>Airflow and Circulation</p>	<p>Cove SD will provide best airflow and circulation possible to students and staff based on system capabilities</p>
<p>Cohorting</p>	<p>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</p>
<p>Physical Distancing</p>	<p>Support physical distancing in all daily activities and instruction, maintaining at least 3 feet between students to the extent possible. Maintaining physical distancing should not preclude return to full-time, in-person instruction for all students.</p>

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?
Hand Washing	All persons occupying district facilities will wash their hands with soap and water for twenty seconds once every two hours and/or at every transition. However, if for practical reasons, this is not possible hand sanitizer (consisting of at least 60% alcohol content) may be used until such time soap and water becomes practical.
Cleaning and Disinfection	<p>Cleaning and disinfecting is everyone’s responsibility.</p> <ul style="list-style-type: none"> ● The Cove SD custodian crew has many years of experience and knowledge with continual training on cleaning and disinfecting procedures. ● The district will provide training as well as complete disinfecting and cleaning chemicals and other supplies. The district has new cleaning equipment to quickly and effectively take care of entire buildings. ● Routine and high-touch areas will be cleaned and disinfected often. ● Personal items will be cleaned and disinfected immediately after use by the user
Training and Public Health Education	Training and Public Health education of students, staff, and community stakeholders will happen daily/weekly based on current school/district data when in HIGH Risk.

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 <https://www.cove.k12.or.us/documents/covid---19-information/113578>

Date Last Updated: **8/22/2022**

Date Last Practiced: **8/18/2022**