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OPERATIONAL BLUEPRINT FOR SCHOOL REENTRY 2020-21

Updated 1/19/2021

Under ODE's **Ready Schools, Safe Learners** guidance, each school¹ has been directed to submit a plan to the district² in order to provide on-site and/or hybrid instruction. Districts must submit each school's plan to the local school board and make the plans available to the public. This form is to be used to document a district's, school's or program's plan to ensure students can return for the 2020-21 school year, in some form, in accordance with Executive Order 20-25(10). Schools must use the [Ready Schools, Safe Learners guidance](#) document as they complete their Operational Blueprint for Reentry. ODE recommends plan development be inclusive of, but not limited to, school-based administrators, teachers and school staff, health and nursing staff, association leadership, nutrition services, transportation services, tribal consultation,³ parents and others for purposes of providing expertise, developing broad understanding of the health protocols and carrying out plan implementation. *It is required that a revised Operational Blueprint be completed and updated when there is a change of Instructional Model.*

1. Please fill out information:

¹ For the purposes of this guidance: "school" refers to all public schools, including public charter schools, public virtual charter schools, alternative education programs, private schools and the Oregon School for the Deaf. For ease of readability, "school" will be used inclusively to reference all of these settings.

² For the purposes of this guidance: "district" refers to a school district, education service district, public charter school sponsoring district, virtual public charter school sponsoring district, state sponsored public charter school, alternative education programs, private schools, and the Oregon School for the Deaf.

³ 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.

SCHOOL/DISTRICT/PROGRAM INFORMATION	
Name of School, District or Program	Oregon Trail School District
Key Contact Person for this Plan	Brie Leiblien
Phone Number of this Person	503 668 8011
Email Address of this Person	brie.leiblein@ortrail.k12.or.us
Sectors and position titles of those who informed the plan	<p>Superintendent: Aaron Bayer</p> <p>Teaching and Learning Director: Timothy Werner</p> <p>Technology Director: Scott Coleman</p> <p>Student Services Director: Katie Schweitzer</p> <p>Communications Director: Julia Montieth</p> <p>Business Director: Timothy Belanger</p> <p>Human Resources Director: Ken Bucchi</p> <p>Facilities Director: Jim Seipel</p> <p>District Nurse: Brie Leiblien</p> <p>Transportation Director: Scott Stetson</p> <p>WyEast President: Alison Conner</p> <p>WyEast Vice President: Kalee Adams</p> <p>Elementary Principals:</p> <ul style="list-style-type: none"> Kendra Payne Matt Newell Rachael George Tim Norfleet Spencer McEwen Kimberly Brooks <p>Middle School Principals:</p> <ul style="list-style-type: none"> Kendra Payne Nicole Johnston Morgan McGregor <p>High School Principal:</p> <ul style="list-style-type: none"> Kim Ball
Local public health office(s) or officers(s)	Clackamas County Public Health
Name of person Designated to Establish, Implement and Enforce Physical Distancing Requirements	Kenneth Bucchi
Intended Effective Dates for this Plan	TBD
ESD Region	Clackamas

- Please list efforts you have made to engage your community (public health information sharing, taking feedback on planning, etc.) in preparing for school in 2020-21. Include information on engagement with communities often underserved and marginalized and those communities disproportionately impacted by COVID-19.

School Site Council Meetings, Superintendent’s Leadership Council, Regular meetings with the City of Sandy, Sandy Fire Dept. and Sandy Police Dept., School ELL Family Nights, Community meeting, Employee Labor Management Team meetings, District Wide Survey, electronic and via phone with ELL families, regular communications with families/students/staff via ParentSquare communication platform.

3. Select which instructional model will be used:

- On-Site Learning Hybrid Learning Comprehensive Distance Learning

4. If you selected Comprehensive Distance Learning, you only have to fill out the green portion of the Operational Blueprint for Reentry (i.e., page 2 in the initial template).
5. If you selected On-Site Learning or Hybrid Learning, you have to fill out the blue portion of the Operational Blueprint for Reentry (i.e., pages 3-22 in the initial template) and [submit online, including updating when you are changing Instructional Model](https://app.smartsheet.com/b/form/a4dedb5185d94966b1dffc75e4874c8a) (<https://app.smartsheet.com/b/form/a4dedb5185d94966b1dffc75e4874c8a>).

* **Note:** Private schools are required to comply with only sections 1-3 of the *Ready Schools, Safe Learners* guidance.

REQUIREMENTS FOR COMPREHENSIVE DISTANCE LEARNING OPERATIONAL BLUEPRINT

This section must be completed by any school that is seeking to provide instruction through Comprehensive Distance Learning. For Private Schools, completing this section is optional (not required). Schools providing On-Site or Hybrid Instructional Models do not need to complete this section.

Describe why you are selecting Comprehensive Distance Learning as the school’s Instructional Model for the effective dates of this plan.

In completing this portion of the Blueprint you are attesting that you have reviewed the Comprehensive Distance Learning Guidance. [Here is a link to the overview of CDL Requirements](#). Please name any requirements you need ODE to review for any possible flexibility or waiver.

Describe the school's plan, including the anticipated timeline, for returning to Hybrid Learning or On-Site Learning consistent with the *Ready Schools, Safe Learners* guidance.

The remainder of this operational blueprint is not applicable to schools operating a Comprehensive Distance Learning Model.

ESSENTIAL REQUIREMENTS FOR HYBRID / ON-SITE OPERATIONAL BLUEPRINT

This section must be completed by any school that is providing instruction through On-Site or Hybrid Instructional Models.

Schools providing Comprehensive Distance Learning Instructional Models do not need to complete this section unless the school is implementing the Limited In-Person Instruction provision under the Comprehensive Distance Learning guidance.



1. Public Health Protocols

1a. COMMUNICABLE DISEASE MANAGEMENT PLAN FOR COVID-19

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Conduct a risk assessment as required by OSHA administrative rule OAR 437-001-0744(3)(g).</p> <ul style="list-style-type: none"> OSHA has developed a risk assessment template. <p><input checked="" type="checkbox"/> Implement measures to limit the spread of COVID-19 within the school setting, including when the school setting is outside a building.</p> <p><input checked="" type="checkbox"/> Update written Communicable Disease Management Plan to specifically address the prevention of the spread of COVID-19. Examples are located in the Oregon School Nurses Association (OSNA) COVID-19 Toolkit.</p> <ul style="list-style-type: none"> Review OSHA requirements for infection control plan to ensure that all required elements are covered by your communicable disease management plan, including making the plan available to employees at their workplace. Requirements are listed in OSHA administrative rule OAR 437-001-0744(3)(h). OSHA has developed a sample infection control plan. <p><input checked="" type="checkbox"/> Designate a single point-person at each school to establish, implement, support and enforce all RSSL health and safety protocols, including face coverings and physical distancing requirements, consistent with the <i>Ready Schools, Safe Learners</i> guidance and other guidance from OHA. This role should be known to all staff in the building with consistent ways for licensed and classified staff to access and voice concerns or needs.</p>	<p>Risk assessment completed by District Safety Committee.</p> <p>We are following all guidance for sanitation of our facilities.</p> <p>Students will be in cohorts with smaller groups and attend in person on a rotating basis.</p> <p>Custodian schedules will be adjusted as needed to have those staff members on site when students are present. High touch areas and restrooms will be sanitized on a regular basis throughout the school day on an hourly basis approximately. Bottle fill stations will be installed in as many locations as possible and drinking fountain use will be discouraged.</p> <p>Communicable Disease Management Plan includes an addendum for: COVID-19 Infection Control Plan.</p> <p>Oregon Trail School District (OTSD) will follow protocols outlined in the district's Communicable Disease Management Plan and ODE/OHA Communicable Disease Guidance for Schools</p> <p>See Communicable Disease Management Plan: https://rb.gy/9bnaye</p> <p>Principal will be lead point person and will designate backup point person(s) at each school. We acknowledge that we all need to take an active role in ensuring RSSL health and safety protocols are followed.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Create a simple process that allows for named and anonymous sharing of concerns that can be reviewed on a daily and weekly basis by the designated RSSL building point-person. Example: Anonymous survey form or suggestion box where at least weekly submissions and resolutions are shared in some format.</p> <p><input checked="" type="checkbox"/> Include names of the LPHA staff, school nurses, and other medical experts who provided support and resources to the district/school policies and plans. Review relevant local, state, and national evidence to inform plan.</p> <p><input checked="" type="checkbox"/> Process and procedures established to train all staff in sections 1 - 3 of the Ready Schools, Safe Learners guidance. Consider conducting the training virtually, or, if in-person, ensure physical distancing is maintained to the maximum extent possible.</p> <p><input checked="" type="checkbox"/> Protocol to notify the local public health authority (LPHA Directory by County) of any confirmed COVID-19 cases among students or staff.</p> <p><input checked="" type="checkbox"/> Plans for systematic disinfection of classrooms, common areas, offices, table surfaces, bathrooms and activity areas.</p> <p><input checked="" type="checkbox"/> Process to report to the LPHA any cluster of any illness among staff or students.</p> <p><input checked="" type="checkbox"/> Protocol to cooperate with the LPHA recommendations.</p> <p><input checked="" type="checkbox"/> Provide all logs and information to the LPHA in a timely manner.</p> <p><input checked="" type="checkbox"/> Protocol for screening students and staff for symptoms (see section 1f of the Ready Schools, Safe Learners guidance).</p> <p><input checked="" type="checkbox"/> Protocol to isolate any ill or exposed persons from physical contact with others.</p> <p><input checked="" type="checkbox"/> Protocol for communicating potential COVID-19 cases to the school community and other stakeholders (see section 1e of the Ready Schools, Safe Learners guidance).</p> <p><input checked="" type="checkbox"/> Create a system for maintaining daily logs for each student/cohort for the purposes of contact tracing. This system needs to be made in consultation with a school/district nurse or an LPHA official. Sample logs are available as a part of the Oregon School Nurses Association COVID-19 Toolkit.</p> <ul style="list-style-type: none"> • If a student(s) is part of a stable cohort (a group of students that are consistently in contact with each other or in multiple cohort groups) that conform to the requirements of cohorting (see section 1d of the Ready Schools, Safe Learners guidance), the daily log may be maintained for the cohort. • If a student(s) is not part of a stable cohort, then an individual student log must be maintained. <p><input checked="" type="checkbox"/> Required components of individual daily student/cohort logs include:</p> <ul style="list-style-type: none"> • Child's name • Drop off/pick up time • Parent/guardian name and emergency contact information 	<p>We will create a Google Form that can be submitted anonymously to be reviewed by building point person (principal) weekly. Form can be accessed on staff human resources webpage.</p> <p>Principals will use google sheets to allow for questions comments or concerns to be shared, either named or anonymous.</p> <p>Measures to limit the spread of COVID-19 within the school setting include: Movement signage, way finding, arrows, drop down signage, identification and isolation of suggestive symptoms per OSNA Health Room Symptom Screening Algorithm.</p> <p>Facilities will systematically disinfect all areas of the building regularly throughout the day and readdress any isolated areas in which a positive case was known to be: Classrooms, offices, bathrooms and activity areas.</p> <p>Principals responsible for enforcing physical distancing/Lead secretary in the event Principals are unavailable.</p> <p>The following experts have informed our plan:</p> <p>Carolee Asher RN, Clackamas County Communicable Disease Nurse Renee Jenkins RN, Clackamas County Communicable Disease Nurse Brie Leiblein RN, OTSD District Nurse Kaley Archibald Goers FNP, Clackamas School-Based Health Center Oregon School Nurses Association Kirsten Ingersoll, Clackamas County Public Health Emergency Preparedness Provider</p> <p>We will use our Safe Schools Training through Frontline to help train staff. In addition, each building will reinforce the training for each site. Will provide access to copies of EOP and Communicable Disease Management Plan to all staff Provide copies of EOP to all staff. Review training with all Facilities Staff regarding proper cleaning and sanitizing procedures, PPE and Physical Distancing protocols either by Zoom or in person for those with technological shortcomings to ensure all get the information. Additional training to be provided by District RN via Zoom or Google Meets as required or requested.</p> <p>All reporting and communication protocols will be followed per OTSD COVID-19 Communication Protocol and OHA Mandatory Disease Reporting</p> <p>All students and staff will sanitize hands upon entry to school building. Dispensing stations will be set up by either a building Custodian or Maintenance Technician. After the building spaces are cleaned each day, all spaces will be sanitized by means of an electrostatic sprayer or pump sprayer. Disinfectant will be PurTabs (active ingredient: Sodium dichloro-s-triazinetrione). Common touch points (i.e. door handles, bathroom flush handles, faucet handles, soap and paper towel dispensing handles, etc.) will be sanitized by a custodian throughout Desks aligned to meet Physical Distancing</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> • All staff (including itinerant staff, district staff, substitutes, and guest teachers) names and phone numbers who interact with a stable cohort or individual student <p><input checked="" type="checkbox"/> Protocol to record/keep daily logs to be used for contact tracing for a minimum of four weeks to assist the LPHA as needed.</p> <ul style="list-style-type: none"> • See supplemental guidance on LPHA/school partnering on contact tracing. • Refer to OHA Policy on Sharing COVID-19 Information <p><input checked="" type="checkbox"/> Process to ensure that all itinerant and all district staff (maintenance, administrative, delivery, nutrition, and any other staff) who move between buildings keep a log or calendar with a running four-week history of their time in each school building and who they were in contact with at each site.</p> <p><input checked="" type="checkbox"/> Process to ensure that the school reports to and consults with the LPHA regarding cleaning and possible classroom or program closure if anyone who has entered school is diagnosed with COVID-19.</p> <p><input checked="" type="checkbox"/> Designate a staff member and process to ensure that the school provides updated information regarding current instructional models and student counts and reports these data in ODE's COVID-19 Weekly School Status system.</p> <p><input checked="" type="checkbox"/> Protocol to respond to potential outbreaks (see section 3 of the <i>Ready Schools, Safe Learners</i> guidance).</p>	<p>requirements. Facilities department will ensure this takes place. Desk locations marked for easy maintenance of distancing.</p> <p>District RN has completed the Johns Hopkins training for contact tracing, further staff will be trained as needed. Notifications of possible exposures and quarantines will be disseminated through Parent Square messaging system and/or phone calls.</p> <p>Screening reports will be submitted to District Nurse if cluster is identified, sent to county immediately upon receipt.</p> <p>The district will work with public health to determine appropriate response to an outbreak, in consideration of all variables (including number of cases and cohorts; contact tracing results).</p> <p>Use of electronic logs through Google Forms for itinerant staff and volunteers, Synergy reports for student cohort tracking (contact tracing) and OTSD Student Illness Log for absences, and health room logs for students who develop symptoms at school. All COVID-related records will be maintained for a minimum of 4 weeks.</p> <p>Staff will follow ODE/OSNA Health Room Symptom Screening Algorithm, Student Visual Screening Upon Entry Guidance from OSNA, OTSD Student Visual Screening Tool, OTSD Communicable Disease Management Plan, and ODE/OHA Communicable Disease Guidance for Schools. We will visually screen students at bus pick up/ parent drop off. Staff report to District Nurse daily per OTSD COVID-19 Communication Protocol (folder for each school) immediately upon a positive screening District Nurse will conduct staff/family interviews and begin contact tracing as indicated and report to LPHA.</p> <p>Students riding the bus are identified by name, location, pick up time: Passive screening at each entry for every school per ODE/OSNA Health Room Symptom Screening Algorithm, Student Visual Screening Upon Entry Guidance from OSNA.</p> <p>Isolation spaces are identified by each school. Individual portable isolation pods have been purchased and will be available at all schools for any ill or exposed students or staff. After each use, a pod will be thoroughly cleaned and disinfected using a hydrogen peroxide based product</p> <p>Per OTSD COVID-19 Communication Protocol and OHA Mandatory Disease Reporting: The District Nurse and Communication Director will collaborate with Public Health on appropriate messaging to inform staff, parents, and the community about exposure risk, confirmed cases, outbreaks, and interventions such as temporary class/school closure. Letter templates have been created to rapidly communicate all COVID related updates to staff, parents, and the community at large. The district has created and posted signs district/school-wide to promote health safety measures. District Health Protocols are posted and distributed through multiple communication channels to staff, parents, students, and community.</p> <p>District Nurse and LPHA will use electronic methods of cohort tracking and contact tracing, maintaining records for at least for 4 weeks.</p> <p>In response to an outbreak we will follow guidelines outlined in the Planning for COVID-19 Scenarios in Schools toolkit.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan

1b. HIGH-RISK POPULATIONS

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Serve students in high-risk population(s) whether learning is happening through On-Site (<i>including outside</i>), Hybrid (partially On-Site and partially Comprehensive Distance Learning models), or Comprehensive Distance Learning models.</p> <p>Medically Fragile, Complex and Nursing-Dependent Student Requirements</p> <p><input checked="" type="checkbox"/> All districts must account for students who have health conditions that require additional nursing services. Oregon law (ORS 336.201) defines three levels of severity related to required nursing services:</p> <ol style="list-style-type: none"> 1. Medically Complex: Are students who may have an unstable health condition and who may require daily professional nursing services. 2. Medically Fragile: Are students who may have a life-threatening health condition and who may require immediate professional nursing services. 3. Nursing-Dependent: Are students who have an unstable or life-threatening health condition and who require daily, direct, and continuous professional nursing services. <p><input checked="" type="checkbox"/> Review Supplemental Guidance on Community and Health Responsibilities Regarding FAPE in Relation to IDEA During CDL and Hybrid.</p> <p><input checked="" type="checkbox"/> Staff and school administrators, in partnership with school nurses, or other school health providers, should work with interdisciplinary teams to address individual student needs. The school registered nurse (RN) is responsible for nursing care provided to individual students as outlined in ODE guidance and state law:</p> <ul style="list-style-type: none"> • Communicate with parents and health care providers to determine return to school status and current needs of the student. • Coordinate and update other health services the student may be receiving in addition to nursing services. This may include speech language pathology, occupational therapy, physical therapy, as well as behavioral and mental health services. • Modify Health Management Plans, Care Plans, IEPs, or 504 or other student-level medical plans, as indicated, to address current health care considerations. • The RN practicing in the school setting should be supported to remain up to date on current guidelines and access professional support such as evidence-based resources from the Oregon School Nurses Association. • Service provision should consider health and safety as well as legal standards. • Appropriate medical-grade personal protective equipment (PPE) should be made available to nurses and other health providers. • Work with an interdisciplinary team to meet requirements of ADA and FAPE. 	<p>High risk students will be offered both synchronous (virtual) and Hybrid (brick and mortar) models.</p> <p>All students will be served in the appropriate setting based on need (on-site or in our remote learning option).</p> <p>The district nurse will communicate with families of students who are known to be immunocompromised and request consultation with the physician and specialists in regards to school attendance.</p> <p>Students will be offered the option of remote learning at the discretion of their physicians for the duration of the pandemic or high community incidence.</p> <p>As needed multidisciplinary teams will be convened to update 504s, IEPs, or other plans.</p> <p>1:1 nurse case managers will consult with physicians and family to determine appropriate measures.</p> <p>District nurse will provide appropriate communications and notifications on specific student needs to appropriate staff.</p> <p>Broad communication will go out to district families requesting students with chronic diagnoses in high-risk categories consult with their physicians prior to school reopening and to communicate with district staff regarding needs.</p> <p>Nursing staff will be provided with appropriate PPE.</p> <p>Our school nurse would be provided continued access to the Oregon School Nurse Association for in-services, trainings and changes in laws and practice</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> • High-risk individuals may meet criteria for exclusion during a local health crisis. • Refer to updated state and national guidance and resources such as: <ul style="list-style-type: none"> ○ U.S. Department of Education Supplemental Fact Sheet: Addressing the Risk of COVID-19 in Preschool, Elementary and Secondary Schools While Serving Children with Disabilities from March 21, 2020. ○ ODE guidance updates for Special Education. Example from March 11, 2020. ○ OAR 581-015-2000 Special Education, requires districts to provide ‘school health services and school nurse services’ as part of the ‘related services’ in order ‘to assist a child with a disability to benefit from special education.’ ○ OAR 333-019-0010 Public Health: Investigation and Control of Diseases: General Powers and Responsibilities, outlines authority and responsibilities for school exclusion. 	

1c. PHYSICAL DISTANCING

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Establish a minimum of 35 square feet per person when determining room capacity. Calculate only with usable classroom space, understanding that desks and room set-up will require use of all space in the calculation. This also applies for professional development and staff gatherings. If implementing Learning Outside guidance, establish an outside learning space for learning that maintains minimum 35 square feet per person. <ul style="list-style-type: none"> • Within this design, educators should have their own minimum of 35 square feet and the design of the learning environment must allow for some ability for the educator to move through the room efficiently and carefully without breaking 6 feet of physical distance to the maximum extent feasible. ☒ Support physical distancing in all daily activities and instruction, maintaining six feet between individuals to the maximum extent possible. ☒ Minimize time standing in lines and take steps to ensure that six feet of distance between students is maintained, including marking spacing on floor, one-way traffic flow in constrained spaces, etc. ☒ Schedule modifications to limit the number of students in the building or outside learning space (e.g., rotating groups by days or location, staggered schedules to avoid hallway crowding and gathering). ☒ Plan for students who will need additional support in learning how to maintain physical distancing requirements. Provide instruction; don’t employ punitive discipline. ☒ Staff must maintain physical distancing during all staff meetings and conferences, or consider remote web-based meetings. 	<p>Classroom areas determined using wall x wall dimensions minus any built-in features which do not constitute usable floor space (i.e. built-in casework, countertops, wall mounted bookshelves, etc.). Built-in features that extend into the usable classroom space such as Science lab stations, although not usable as seating space, are included in the square footage necessary for Physical Distancing. Seats will be arranged to maximize classroom space and maintain Physical Distancing.</p> <p>Floor markings installed indicating directional flow of foot traffic. Floor signage installed in areas where lines form to indicate six feet spacing</p> <p>Signage in every classroom, bathroom, hall way, entry way, to promote Physical Distancing.</p> <p>K-8 self-contained: when transitioning home stager release time and maintain 6 feet.</p> <p>Split student body by alpha A-L and M-Z. Exceptions made for blended families.</p> <p>All staff meetings and training/workshops are done remotely.</p>

1d. COHORTING

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Where feasible, establish stable cohorts: groups shall be no larger than can be accommodated by the space available to provide 35 square feet per person, including staff.</p> <ul style="list-style-type: none"> The smaller the cohort, the less risk of spreading disease. As cohort groups increase in size, the risk of spreading disease increases. <p><input checked="" type="checkbox"/> Students cannot be part of any single cohort, or part of multiple cohorts that exceed a total of 100 people within the educational week⁴, unless the school is offering Learning Outside, then they must follow guidelines for cohorting in Learning Outside guidance. Schools must plan to limit cohort sizes to allow for efficient contact-tracing and minimal risk for exposure. Cohorts may change week-to-week, but must be stable within the educational week.</p> <p><input checked="" type="checkbox"/> Each school must have a system for daily logs to ensure contact tracing among the cohort (see section 1a of the <i>Ready Schools, Safe Learners</i> guidance).</p> <p><input checked="" type="checkbox"/> Minimize interaction between students in different stable cohorts (e.g., access to restrooms, activities, common areas). Provide access to All Gender/Gender Neutral restrooms.</p> <p><input checked="" type="checkbox"/> Cleaning and sanitizing surfaces (e.g., desks, dry erase boards, door handles, etc.) must be maintained between multiple student uses, even in the same cohort.</p> <p><input checked="" type="checkbox"/> Design cohorts such that all students (including those protected under ADA and IDEA) maintain access to general education, grade-level academic content standards⁵, and peers.</p> <p><input checked="" type="checkbox"/> Minimize the number of staff that interact with each cohort to the extent possible, staff who interact with multiple stable cohorts must wash/sanitize their hands between interactions with different stable cohorts.</p> <p><input checked="" type="checkbox"/> Elementary staff who interact with multiple cohorts (music, PE, library, paraprofessionals who provide supervision at recesses, etc.) should have schedules altered to reduce the number of cohorts/students they interact within a week. Consider having these staff engage via technology, altering duties so that they are not in close contact with students in multiple cohorts, or adjust schedules to reduce contacts.</p>	<p>Use of electronic logs through Google Forms for itinerant staff and volunteers, Synergy reports for student cohort tracking (contact tracing) and district Student Illness Log for absences, and health room logs for students who develop symptoms at school. All COVID-related records will be maintained for a minimum of 4 weeks</p> <p>K-8 stays intact unless and until there is a need for pullout. Speech services, reading groups, ELL groups, math support. Elementary and middle school students will be in self-contained classrooms. Custodians will clean and sanitize each area at the end of each school day so everything will be fully sanitized before the next cohort enters that space. All restrooms will be accessible and sanitized on approximately a 1 hour schedule.</p> <p>Common touch points will be sanitized by a custodian throughout the day on approximately a 1-hour cycle using a hydrogen peroxide-based disinfectant. In the high school, assign a minimal number of students responsibility for wiping down desktops with sanitizing wipes at the end of each class. Those students will need to wear protective gloves and wash hands with soap and water afterwards.</p> <p>Each class will be split into 2 cohorts by alpha, A-L and M-Z, attending in person on alternating days.</p> <p>music, PE, library, paraprofessionals have had schedules modified.</p>

1e. PUBLIC HEALTH COMMUNICATION AND TRAINING

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Communicate to staff at the start of On-Site instruction and at periodic intervals explaining infection control measures that are being implemented to prevent spread of disease.</p> <p><input checked="" type="checkbox"/> Offer initial training to all staff prior to being in-person in any instructional model. Training could be accomplished through all</p>	<p>The district will communicate diagnosed COVID-19 cases with staff and school community under LPHA guidance.</p> <p>The District Nurse and Communication Director will collaborate with Public Health on appropriate messaging to inform staff, parents, and the community about exposure risk, confirmed cases, outbreaks, and</p>

⁴ The cohort limit is focused on the students experience and their limit of 100 people includes every person they come into contact with, including staff. There is not a limitation for staff in cohort size while care should be given to design and attention to the additional requirements.

⁵ Academic content standards refer to all of Oregon state academic standards and the Oregon CTE skill sets.

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>staff webinar, narrated slide decks, online video, using professional learning communities, or mailing handouts with discussion. Training cannot be delivered solely through the sharing or forwarding information electronically or in paper copy form as this is an insufficient method for ensuring fidelity to public health protocols (see section 8b of the <i>Ready Schools, Safe Learners</i> guidance for specific training requirements). Note: Instructional time requirements allow for time to be devoted for professional learning that includes RSSL training.</p> <ul style="list-style-type: none"> ☒ Post “COVID -19 Hazard Poster” and “Masks Required” signs as required by OSHA administrative rule OAR 437-001-0744(3)(d) and (e). ☒ Develop protocols for communicating with students, families and staff who have come into close contact with a person who has COVID-19. <ul style="list-style-type: none"> • The definition of exposure is being within 6 feet of a person who has COVID-19 for at least 15 cumulative minutes in a day. • OSHA has developed a model notification policy. ☒ Develop protocols for communicating immediately with staff, families, and the school community when a new case(s) of COVID-19 is diagnosed in students or staff members, including a description of how the school or district is responding. ☒ Periodic interval training also keeps the vigilance to protocols ever present when fatigue and changing circumstances might result in reduced adherence to guidance. ☒ Provide all information in languages and formats accessible to the school community. 	<p>interventions such as temporary class/school closure. Letter templates have been created to rapidly communicate all COVID related updates to staff, parents, and the community at large. The district has created and posted signs district/school-wide to promote health safety measures. District Health Protocols are posted and distributed through multiple communication channels to staff, parents, students, and community.</p> <p>Infection control and COVID safety procedures training conducted through a combination of SafeSchools modules, topic-related videos created by OTSD technology, and school-based Google Meets.</p> <p>Signs have been posted.</p>

1f. ENTRY AND SCREENING

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Direct students and staff to stay home if they have COVID-19 symptoms. COVID-19 symptoms are as follows: <ul style="list-style-type: none"> • Primary symptoms of concern: cough, fever (temperature of 100.4°F or higher) or chills, shortness of breath, difficulty breathing, or new loss of taste or smell. • Note that muscle pain, headache, sore throat, diarrhea, nausea, vomiting, new nasal congestion, and runny nose are also symptoms often associated with COVID-19. More information about COVID-19 symptoms is available from CDC. • In addition to COVID-19 symptoms, students must be excluded from school for signs of other infectious diseases, per existing school policy and protocols. See pages 9-11 of OHA/ODE Communicable Disease Guidance for Schools. • Emergency signs that require immediate medical attention: <ul style="list-style-type: none"> ○ Trouble breathing ○ Persistent pain or pressure in the chest ○ New confusion or inability to awaken ○ Bluish lips or face (lighter skin); greyish lips or face (darker skin) ○ Other severe symptoms 	<p>Communications to staff and families/students will include Instructions for Daily Visual Symptom Screening and district exclusion policy.</p> <p>Screening protocols per OTSD Communicable Disease Management Plan and ODE/OHA Communicable Disease Guidance for Schools, ODE/OSNA Health Room Symptom Screening Algorithm, and Student Visual Screening Upon Entry Guidance from OSNA.</p> <p>We will visually screen students at bus pick-up/parent drop-off per district Student Visual Screening Tool, and Student Visual Screening Upon Entry guidance from OSNA.</p> <p>Hand sanitizer set up daily at designate school points by Custodian or Maintenance Technician, upon entry to the building, supervised dosing of each student by staff member.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Diligently screen all students and staff for symptoms on entry to bus/school/outside learning space every day. This can be done visually as well as asking students and staff about any new symptoms or close contact with someone with COVID-19. For students, confirmation from a parent/caregiver or guardian can also be appropriate. Staff members can self-screen and attest to their own health, but regular reminders of the importance of daily screening must be provided to staff.</p> <ul style="list-style-type: none"> • Anyone displaying or reporting the primary symptoms of concern must be isolated (see section 1i of the Ready Schools, Safe Learners guidance) and sent home as soon as possible. See table “Planning for COVID-19 Scenarios in Schools.” • Additional guidance for nurses and health staff. <p><input checked="" type="checkbox"/> Follow LPHA advice on restricting from school any student or staff known to have been exposed (e.g., by a household member) to COVID-19. See “Planning for COVID-19 Scenarios in Schools” and the COVID-19 Exclusion Summary Guide.</p> <p><input checked="" type="checkbox"/> Staff or students with a chronic or baseline cough that has worsened or is not well-controlled with medication must be excluded from school. Do not exclude staff or students who have other symptoms that are chronic or baseline symptoms (e.g., asthma, allergies, etc.) from school. See the COVID-19 Exclusion Summary Guide.</p> <p><input checked="" type="checkbox"/> Hand hygiene on entry to school every day: wash with soap and water for 20 seconds or use an alcohol-based hand sanitizer with 60-95% alcohol.</p>	

1g. VISITORS/VOLUNTEERS

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Restrict non-essential visitors/volunteers.</p> <ul style="list-style-type: none"> • Examples of essential visitors include: DHS Child Protective Services, Law Enforcement, etc. • Examples of non-essential visitors/volunteers include: Parent Teacher Association (PTA), classroom volunteers, etc. <p><input checked="" type="checkbox"/> Diligently screen all visitors/volunteers for symptoms and ask questions about symptoms and any close contact with someone diagnosed with COVID-19 upon every entry. Restrict from school property any visitor known to have been exposed to COVID-19. See the COVID-19 Exclusion Summary Guide.</p> <p><input checked="" type="checkbox"/> Visitors/volunteers must wash or sanitize their hands upon entry and exit.</p> <p><input checked="" type="checkbox"/> Visitors/volunteers must maintain six-foot distancing, wear face coverings, and adhere to all other provisions of the Ready Schools, Safe Learners guidance.</p>	<p>All visitors/contractors/volunteers will be:</p> <ul style="list-style-type: none"> • Restricted from classrooms • Required to wear face covering • Screened before entry to school • Maintain 6-feet physical distance • Sanitize or wash hands on entry to & exit from school

1h. FACE COVERINGS, FACE SHIELDS, AND CLEAR PLASTIC BARRIERS

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Employers are required to provide masks, face coverings, or face shields for all staff, contractors, other service providers, visitors and volunteers. <input checked="" type="checkbox"/> Face coverings or face shields for all staff, contractors, other service providers, visitors or volunteers following CDC guidelines for Face Coverings. Individuals may remove their face coverings while working alone in private offices or when separated by more than 6 feet in outside learning spaces. Face shields are an acceptable alternative only when a person has a medical condition that prevents them from wearing a mask or face covering, when people need to see mouth and tongue motions in order to communicate, or when an individual is speaking to an audience for a short period of time and clear communication is otherwise not possible. <input checked="" type="checkbox"/> Face coverings or face shields for all students in grades Kindergarten and up following CDC guidelines for Face Coverings. Face shields are an acceptable alternative when a student has a medical condition that prevents them from wearing a mask or face covering, or when people need to see the student’s mouth and tongue motions in order to communicate. <input checked="" type="checkbox"/> Face coverings should be worn both indoors and outdoors, including during outdoor recess. <input checked="" type="checkbox"/> Group mask breaks” or “full classroom mask breaks” are not allowed. If a student removes a face covering, or demonstrates a need to remove the face covering for a short-period of time: <ul style="list-style-type: none"> • Provide space away from peers while the face covering is removed. In the classroom setting, an example could be a designated chair where a student can sit and take a 15 minute “sensory break;” <ul style="list-style-type: none"> ○ Students must not be left alone or unsupervised; ○ Designated area or chair must be appropriately distanced from other students and of a material that is easily wiped down for disinfection after each use; • Provide additional instructional supports to effectively wear a face covering; • Provide students adequate support to re-engage in safely wearing a face covering; • Students cannot be discriminated against or disciplined for an inability to safely wear a face covering during the school day. <input checked="" type="checkbox"/> Face masks for school RNs or other medical personnel when providing direct contact care and monitoring of staff/students displaying symptoms. School nurses shall also wear appropriate Personal Protective Equipment (PPE) for their role. <ul style="list-style-type: none"> • Additional guidance for nurses and health staff. 	<p>Each site will have face, coverings, masks or face shields provided to employees contractors, service providers, visitors and volunteers.</p> <p>All staff will wear face coverings when students or other staff are present or when dealing with an outside vendor/contractor/volunteer. Face coverings may be removed when working alone in their personal workspace only.</p> <p>Face coverings have been provided and clear plexi-glass barriers have been installed at all front office staff locations.</p> <p>Appropriate PPE for District RN and staff supervising isolation rooms will be made available, including medical-grade face masks (not cloth face coverings), gloves, shoe coverings, and isolation gowns as indicated by CDC guidelines</p> <p>We will adhere to student protections following ADA and IDEA requirements.</p>
<p>Accommodations under ADA or IDEA and providing FAPE while attending to Face Covering Guidance</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> If any student requires an accommodation to meet the requirement for face coverings, districts and schools must limit the student’s proximity to students and staff to the extent possible to minimize the possibility of exposure. Appropriate accommodations could include: 	

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> • Offering different types of face coverings and face shields that may meet the needs of the student. • Spaces away from peers while the face covering is removed; students must not be left alone or unsupervised. • Short periods of the educational day that do not include wearing the face covering, while following the other health strategies to reduce the spread of disease. • Additional instructional supports to effectively wear a face covering. <p><input checked="" type="checkbox"/> For students with existing medical conditions and a physician's orders to not wear face coverings, or other health related concerns, schools/districts must not deny any in-person instruction.</p> <p><input checked="" type="checkbox"/> Schools and districts must comply with the established IEP/504 plan prior to the closure of in-person instruction in March of 2020, or the current plan in effect for the student if appropriately developed after March of 2020.</p> <ul style="list-style-type: none"> • If a student eligible for, or receiving services under a 504/IEP, cannot wear a face covering due to the nature of the disability, the school or district must: <ol style="list-style-type: none"> 1. Review the 504/IEP to ensure access to instruction in a manner comparable to what was originally established in the student's plan including on-site instruction with accommodations or adjustments. 2. Not make placement determinations solely on the inability to wear a face covering. 3. Include updates to accommodations and modifications to support students in plans. • For students protected under ADA/IDEA, who abstain from wearing a face covering, or students whose families determine the student will not wear a face covering, the school or district must: <ol style="list-style-type: none"> 1. Review the 504/IEP to ensure access to instruction in a manner comparable to what was originally established in the student's plan. 2. The team must determine that the disability is not prohibiting the student from meeting the requirement. <ul style="list-style-type: none"> • If the team determines that the disability is prohibiting the student from meeting the requirement, follow the requirements for students eligible for, or receiving services under, a 504/IEP who cannot wear a face covering due to the nature of the disability, • If a student's 504/IEP plan included supports/goals/instruction for behavior or social emotional learning, the school team must evaluate the student's plan prior to providing instruction through Comprehensive Distance Learning. 3. Hold a 504/IEP meeting to determine equitable access to educational opportunities which may include limited in-person instruction, on-site instruction with accommodations, or Comprehensive Distance Learning. <p><input checked="" type="checkbox"/> For students not currently served under an IEP or 504, districts must consider whether or not student inability to consistently wear a face covering or face shield as required is due to a</p>	

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>disability. Ongoing inability to meet this requirement may be evidence of the need for an evaluation to determine eligibility for support under IDEA or Section 504.</p> <p><input checked="" type="checkbox"/> If a staff member requires an accommodation for the face covering or face shield requirements, districts and schools shall work to limit the staff member's proximity to students and staff to the extent possible to minimize the possibility of exposure.</p>	

1i. ISOLATION AND QUARANTINE

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Protocols for exclusion and isolation for sick students and staff whether identified at the time of bus pick-up, arrival to school, or at any time during the school day.</p> <p><input checked="" type="checkbox"/> Protocols for screening students, as well as exclusion and isolation protocols for sick students and staff identified at the time of arrival or during the school day. See the COVID-19 Exclusion Summary Guide.</p> <ul style="list-style-type: none"> • Work with school nurses, health care providers, or other staff with expertise to determine necessary modifications to areas where staff/students will be isolated. If two students present COVID-19 symptoms at the same time, they must be isolated at once. If separate rooms are not available, ensure that six feet distance is maintained. Do not assume they have the same illness. Consider if and where students and staff will be isolated during learning outside. Create a comfortable outdoor area for isolation or follow plan for in building isolation. • Consider required physical arrangements to reduce risk of disease transmission. • Plan for the needs of generally well students who need medication or routine treatment, as well as students who may show signs of illness. • Additional guidance for nurses and health staff for providing care to students with complex needs. <p><input checked="" type="checkbox"/> Students and staff who report or develop symptoms must be isolated in a designated isolation area in the school or outside learning space, 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. Anyone providing supervision and symptom monitoring must wear appropriate face covering or face shields.</p> <ul style="list-style-type: none"> • School nurses and health staff in close contact with symptomatic individuals (less than 6 feet) must wear a medical-grade face mask. Other Personal Protective Equipment (PPE) may be needed depending on symptoms and care provided. Consult a nurse or health care professional regarding appropriate use of PPE. Any PPE used during care of a symptomatic individual must be properly removed and disposed of prior to exiting the care space. • After removing PPE, hands shall be immediately cleaned with soap and water for at least 20 seconds. If soap and water are not available, hands can be cleaned with an alcohol-based hand sanitizer that contains 60-95% alcohol. 	<p>Isolation and quarantine will be implemented per ODE/OSNA Health Room Symptom Screening Algorithm, Student Visual Screening Upon Entry Guidance from OSNA, and OTSD Communicable Disease Management Plan and ODE/OHA Communicable Disease Guidance for Schools</p> <p>Individual pods for use by students and staff alike if symptoms are reported until arrangements are made for those individuals to leave the building. Individuals providing supervision will be required to wear face coverings. Appropriate PPE for District RN and staff supervising isolation rooms will be made available, including medical-grade face masks (not cloth face coverings), gloves, shoe coverings, and isolation gowns as indicated as indicated by CDC guidelines</p> <p>Workers who share a workspace, break room, etc., are to practice Physical Distancing or pre-schedule varying times in those spaces to ensure any risk of disease transmission is minimized.</p> <p>Student's who are ill will report to their teacher and the office attendant will accompany the student to an isolation room if the symptoms/signs are consistent with COVID-19.</p> <p>If the individual cannot drive or a family member cannot pick them up to transport them, the proposed OSHA temporary rule will be followed:</p> <ol style="list-style-type: none"> 1) Whenever employees are transported in a motor vehicle for work purposes, the center points of the seats of any passengers not part of the same household must be separated by at least 3-feet. 2) Whenever employees are transported in a motor vehicle for work purposes all individuals in the vehicle must wear face coverings, regardless of the distance involved, unless all individuals in the vehicle are members of the same household. <p>In addition the vehicle used for transport will be fully sanitized.</p> <p>Students will be transported home in a transport van. The van will be sanitized upon return.</p> <p>School Nurse/Building Principal will be notified if a staff member or student is sent home for showing symptoms of Covid-19 per OTSD COVID-19 Communication Protocol and OTSD Communicable Disease Management Plan and ODE/OHA Communicable Disease Guidance for Schools.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> • If able to do so safely, a symptomatic individual shall wear a face covering. • To reduce fear, anxiety, or shame related to isolation, provide a clear explanation of procedures, including use of PPE and handwashing. <ul style="list-style-type: none"> ☒ Establish procedures for safely transporting anyone who is sick to their home or to a health care facility. ☒ Staff and students who are ill must stay home from school and must be sent home if they become ill at school, particularly if they have COVID-19 symptoms. Refer to table in "Planning for COVID-19 Scenarios in Schools." ☒ Involve school nurses, School Based Health Centers, or staff with related experience (Occupational or Physical Therapists) in development of protocols and assessment of symptoms (where staffing exists). ☒ Record and monitor the students and staff being isolated or sent home for the LPHA review. ☒ The school must provide a remote learning option for students who are required to be temporarily off-site for isolation and quarantine. 	<p>Use of electronic logs through Google Forms for itinerant staff and volunteers, Synergy reports for student cohort tracking (contact tracing) and OTSD Student Illness Log for absences, and health room logs for students who develop symptoms at school. All COVID-related records will be maintained for a minimum of 4 weeks.</p>



2. Facilities and School Operations

Some activities and areas will have a higher risk for spread (e.g., band, choir, science labs, locker rooms). When engaging in these activities within the school setting, schools will need to consider additional physical distancing or conduct the activities outside (where feasible). Additionally, schools should consider sharing explicit risk statements for instructional and extra-curricular activities requiring additional considerations (see section 5f of the **Ready Schools, Safe Learners** guidance).

2a. ENROLLMENT

(Note: Section 2a does not apply to private schools.)

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Enroll all students (including foreign exchange students) following the standard Oregon Department of Education guidelines. ☒ The temporary suspension of the 10-day drop rule does not change the rules for the initial enrollment date for students: <ul style="list-style-type: none"> • The ADM enrollment date for a student is the first day of the student's actual attendance. • A student with fewer than 10 days of absence at the beginning of the school year may be counted in membership prior to the first day of attendance, but not prior to the first calendar day of the school year. • If a student does not attend during the first 10 session days of school, the student's ADM enrollment date must reflect the student's actual first day of attendance. 	<p>All students will be enrolled following the ODE guidelines.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> • Students who were anticipated to be enrolled, but who do not attend at any time must not be enrolled and submitted in ADM. ☒ If a student has stopped attending for 10 or more days, districts must continue to try to engage the student. At a minimum, districts must attempt to contact these students and their families weekly to either encourage attendance or receive confirmation that the student has transferred or has withdrawn from school. This includes students who were scheduled to start the school year, but who have not yet attended. ☒ When enrolling a student from another school, schools must request documentation from the prior school within 10 days of enrollment per OAR 581-021-0255 to make all parties aware of the transfer. Documentation obtained directly from the family does not relieve the school of this responsibility. After receiving documentation from another school that a student has enrolled, drop that student from your roll. ☒ Design attendance policies to account for students who do not attend in-person due to student or family health and safety concerns. ☒ When a student has a pre-excused absence or COVID-19 absence, the school district must reach out to offer support at least weekly until the student has resumed their education. ☒ When a student is absent beyond 10 days and meets the criteria for continued enrollment due to the temporary suspension of the 10 day drop rule, continue to count them as absent for those days and include those days in your Cumulative ADM reporting. 	

2b. ATTENDANCE

(Note: Section 2b does not apply to private schools.)

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Grades K-5 (self-contained): Attendance must be taken at least once per day for all students enrolled in school, regardless of the instructional model (On-Site, Hybrid, Comprehensive Distance Learning, online schools). ☒ Grades 6-12 (individual subject): Attendance must be taken at least once for each scheduled class that day for all students enrolled in school, regardless of the instructional model (On-Site, Hybrid, Comprehensive Distance Learning, online schools). ☒ Alternative Programs: Some students are reported in ADM as enrolled in a non-standard program (such as tutorial time), with hours of instruction rather than days present and days absent. Attendance must be taken at least once for each scheduled interaction with each student, so that local systems can track the student's attendance and engagement. Reported hours of instruction continue to be those hours in which the student was present. ☒ Online schools that previously followed a two check-in per week attendance process must follow the Comprehensive Distance Learning requirements for checking and reporting attendance. 	<p>We will follow the attendance guidance as described herein.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> Provide families with clear and concise descriptions of student attendance and participation expectations as well as family involvement expectations that take into consideration the home environment, caregiver’s work schedule, and mental/physical health.	

2c. TECHNOLOGY

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> Update procedures for district-owned or school-owned devices to match cleaning requirements (see section 2d of the Ready Schools, Safe Learners guidance). <input checked="" type="checkbox"/> Procedures for return, inventory, updating, and redistributing district-owned devices must meet physical distancing requirements. <input checked="" type="checkbox"/> If providing learning outside and allowing students to engage with devices during the learning experiences, provide safe charging stations.	<p>Shared tools, vehicles and equipment are to be sanitized before and after use by any employee using it. If not normally shared but borrowed from another employee who is the responsible person for that item, the borrower will be responsible for sanitizing it before and after use.</p> <p>Students have access to a 1:1 assigned device. They are instructed not to share their equipment with others.</p> <p>In High School CTE computer labs containing desktops, students will sanitize keyboard, mouse and work area before and after each use.</p> <p>Distribution and collection of 1:1 equipment is done at outdoor “drive-thru” events.</p>

2d. SCHOOL SPECIFIC FUNCTIONS/FACILITY FEATURES

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> Handwashing: All people on campus shall be advised and encouraged to frequently wash their hands or use hand sanitizer. <input checked="" type="checkbox"/> Equipment: Develop and use sanitizing protocols for all equipment used by more than one individual or purchase equipment for individual use. <input checked="" type="checkbox"/> Events: Cancel, modify, or postpone field trips, assemblies, athletic events, practices, special performances, school-wide parent meetings and other large gatherings to meet requirements for physical distancing. <input checked="" type="checkbox"/> Transitions/Hallways: Limit transitions to the extent possible. Create hallway procedures to promote physical distancing and minimize gatherings. <input checked="" type="checkbox"/> Personal Property: Establish policies for identifying personal property being brought to school (e.g., refillable water bottles, school supplies, headphones/earbuds, cell phones, books, instruments, etc.).	<p>Handwashing: Signs placed throughout buildings and in restrooms reminding of proper handwashing.</p> <p>Equipment: Shared tools, vehicles and equipment are to be sanitized before and after use by any employee using it. If not normally shared but borrowed from another employee who is the responsible person for that item, the borrower will be responsible for sanitizing it before and after use.</p> <p>Events: There will be no community or after hour school based facility use at this time.</p> <p>Transitions/Hallways: Signage regarding handwashing, Physical Distancing, coronavirus symptoms and directional instructions will be maintained throughout all school buildings. K-8 students will be self-contained. Teachers in grade 6-8 will transition between cohorts. 9-12: cohorts of students will transition between classes. There will be two transition periods between three classes.</p> <p>Personal Property: Students and staff alike will be directed not to share personal items to include water bottles, headphones, cell phones, computers, calculators, textbooks, etc..., Personal items of this nature will be labeled before students bring them to school.</p>

2e. ARRIVAL AND DISMISSAL

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Physical distancing, stable cohorts, square footage, and cleaning requirements must be maintained during arrival and dismissal procedures. ☒ Create schedule(s) and communicate staggered arrival and/or dismissal times. ☒ Assign students or cohorts to an entrance; assign staff member(s) to conduct visual screenings (see section 1f of the <i>Ready Schools, Safe Learners</i> guidance). ☒ Ensure accurate sign-in/sign-out protocols to help facilitate contact tracing by the LPHA. Sign-in procedures are not a replacement for entrance and screening requirements. Students entering school after arrival times must be screened for the primary symptoms of concern. <ul style="list-style-type: none"> • Eliminate shared pen and paper sign-in/sign-out sheets. • Ensure hand sanitizer is available if signing children in or out on an electronic device. ☒ Ensure alcohol-based hand sanitizer (with 60-95% alcohol) dispensers are easily accessible near all entry doors and other high-traffic areas. Establish and clearly communicate procedures for keeping caregiver drop-off/pick-up as brief as possible. 	<p>Signage for constant reminders for Physical Distancing will be maintained inside and outside all designated building entry points. Custodians will be available to ensure high touch items are frequently sanitized at the entry and exit points.</p> <p>At each school site students will be assigned entry and exit points.</p> <p>Buses will load one at a time: Students will have a staggered release and will stage 6 feet apart. Students will load one bus at a time each bus will wait to load until the previous bus has completed loading.</p> <p>All staff will be instructed to ensure they follow sign-in/sign-out protocols as put in place at each building site.</p> <p>Hand sanitizing stations are being maintained at all designated entry points and high traffic areas throughout all buildings.</p>

2f. CLASSROOMS/REPURPOSED LEARNING SPACES

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Seating: Rearrange student desks and other seat spaces so that staff and students' physical bodies are six feet apart to the maximum extent possible while also maintaining 35 square feet per person; assign seating so students are in the same seat at all times. ☒ Materials: Avoid sharing of community supplies when possible (e.g., scissors, pencils, etc.). Clean these items frequently. Provide hand sanitizer and tissues for use by students and staff. ☒ Handwashing: Remind students (with signage and regular verbal reminders from staff) of the utmost importance of hand hygiene and respiratory etiquette. Respiratory etiquette means covering coughs and sneezes with an elbow or a tissue. Tissues shall be disposed of in a garbage can, then hands washed or sanitized immediately. <ul style="list-style-type: none"> • Wash hands with soap and water for 20 seconds or use an alcohol-based hand sanitizer with 60-95% alcohol. 	<p>Seating: Prior to students return to the buildings, all desks will be arranged to ensure 6 foot spacing and students assigned to specific seats.</p> <p>Materials: Hand sanitizer, sanitizing wipes and tissues will be made available in all classrooms and staff work rooms for sanitizing commonly shared materials.</p> <p>Handwashing: Handwashing instructions/reminders have been placed in all building restrooms and classrooms with sinks.</p>

2g. PLAYGROUNDS, FIELDS, RECESS, BREAKS, AND RESTROOMS

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Keep school playgrounds closed to the general public until park playground equipment and benches reopen in the community (see Oregon Health Authority's Specific Guidance for Outdoor Recreation Organizations). ☒ After using the restroom students must wash hands with soap and water for 20 seconds. Soap must be made available to students and staff. For learning outside if portable bathrooms are used, set 	<p>All school playgrounds shall remain closed until a reliable means of sanitizing the equipment becomes available.</p> <p>All outdoor equipment areas closed at this time and signage installed restricting after hours use, access gates locked.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>up portable hand washing stations and create a regular cleaning schedule.</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Before and after using playground equipment, students must wash hands with soap and water for 20 seconds <u>or</u> use an alcohol-based hand sanitizer with 60-95% alcohol. <input checked="" type="checkbox"/> Designate playground and shared equipment solely for the use of one cohort at a time. Outdoor playground structures require normal routine cleaning and do not require disinfection. Shared equipment (balls, jump ropes, etc.) should be cleaned and disinfected at least daily in accordance with CDC guidance. <input checked="" type="checkbox"/> Cleaning requirements must be maintained (see section 2j of the Ready Schools, Safe Learners guidance). <input checked="" type="checkbox"/> Maintain physical distancing requirements, stable cohorts, and square footage requirements. <input checked="" type="checkbox"/> Provide signage and restrict access to outdoor equipment (including sports equipment, etc.). <input checked="" type="checkbox"/> Design recess activities that allow for physical distancing and maintenance of stable cohorts. <input checked="" type="checkbox"/> Clean all outdoor equipment at least daily or between use as much as possible in accordance with CDC guidance. <input checked="" type="checkbox"/> Limit the number of employees gathering in shared spaces. Restrict use of shared spaces such as conference rooms, break rooms, and elevators by limiting occupancy or staggering use, maintaining six feet of distance between adults. Establish a minimum of 35 square feet per person when determining room capacity. Calculate only with usable space, understanding that tables and room set-up will require use of all space in the calculation. Note: The largest area of risk is adults eating together in break rooms without face coverings. 	<p>When students return to the buildings playgrounds will continue to remain closed and there will be no scheduled recess or physical education classes.</p> <p>Signs have been installed indicating all playgrounds and fields are closed. The Sandy High School track has been opened to the community to allow for walkers. The signs remind users of Physical Distancing requirements and specify opened and closed playfield areas.</p> <p>Staff protocols for Physical Distancing include: no gathering in common areas in the school (cafeteria, gymnasium, workroom, lunchroom), to limit transitions, and to stay in their personal workspace as much as possible.</p>

2h. MEAL SERVICE/NUTRITION

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Include meal services/nutrition staff in planning for school reentry. <input checked="" type="checkbox"/> Prohibit self-service buffet-style meals. <input checked="" type="checkbox"/> Prohibit sharing of food and drinks among students and/or staff. <input checked="" type="checkbox"/> At designated meal or snack times, students may remove their face coverings to eat or drink but must maintain six feet of physical distance from others, and must put face coverings back on after finishing the meal or snack. <input checked="" type="checkbox"/> Staff serving meals and students interacting with staff at mealtimes must wear face coverings (see section 1h of the Ready Schools, Safe Learners guidance). Staff must maintain 6 feet of physical distance to the greatest extent possible. If students are eating in a classroom, staff may supervise from the doorway of the classroom if feasible. 	<p>Students will be handed prepackaged meals as the exit to go home or load on the school bus. No meals will be consumed on-site. Meals are to be eaten at home.</p> <p>Sanitizing:</p> <ul style="list-style-type: none"> ▪ Work area surfaces are to be continuously cleaned and sanitized during the work period. Floors will be swept during the day as needed and all will kitchen and production areas be swept and mopped at the end of the day ▪ Student hand washing is not necessary as they will not be handling food until they arrive at home. ▪ Sanitizing cafeteria seating and table area is not necessary as it will not be used, students will not eat on site.

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Students and staff must wash hands with soap and water for 20 seconds <u>or</u> use an alcohol-based hand sanitizer with 60-95% alcohol before meals and shall be encouraged to do so after. ☒ Appropriate daily cleaning of meal items (e.g., plates, utensils, transport items). ☒ Cleaning and sanitizing of meal touch-points and meal counting system between stable cohorts. ☒ Adequate cleaning and disinfection of tables between meal periods. ☒ Since staff must remove their face coverings during eating and drinking, limit the number of employees gathering in shared spaces. Restrict use of shared spaces such as conference rooms and break rooms by limiting occupancy or staggering use. Consider staggering times for staff breaks, to prevent congregation in shared spaces. Always maintain at least six feet of physical distancing and establish a minimum of 35 square feet per person when determining room capacity. Calculate only with usable classroom space, understanding that desks and room set-up will require use of all space in the calculation. Wear face coverings except when eating or drinking and minimize time in spaces where face coverings are not consistently worn. 	<ul style="list-style-type: none"> ▪ All staff shall follow county regulations in regards to personal hygiene requirements, face coverings, glove use and hand washing regulations and procedures. <p>Distancing:</p> <ul style="list-style-type: none"> ▪ All Staff breaks will be staggered or they must break in separate rooms to ensure Physical Distancing. ▪ Student will continue to wear a face covering in the building as they pick up meal packages. ▪ Signage will be present to remind students to maintain Physical Distancing throughout the meal pick-up time. <p>We will visually screen students at bus pick-up/parent drop-off per district Student Visual Screening Tool, and Student Visual Screening Upon Entry guidance from OSNA.</p> <p>Cohort Management: ▪ Meal service will not create new cohort as the serving contact time per student is anticipated to be less than 15 minutes.</p> <ul style="list-style-type: none"> ▪ Elementary students will be released one class at a time to pick up meals and exit the building. ▪ Middle and High School students will have a staggered release to minimize cohort mixings. <p>In the high school, the only location where students will be moving to other rooms between classes, assign a minimal number of students will be assigned responsibility for wiping down desktops with</p>

2i. TRANSPORTATION

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Include transportation departments (and associated contracted providers, if used) in planning for return to service. ☒ Buses are cleaned frequently. Conduct targeted cleanings between routes, with a focus on disinfecting frequently touched surfaces of the bus (see section 2j of the Ready Schools, Safe Learners guidance). ☒ Staff must use hand sanitizer (containing between 60-95% alcohol) in between helping each child and when getting on and off the vehicle. Gloves are not recommended; hand sanitizer is strongly preferred. If hand sanitizer is not available, disposable gloves can be used and must be changed to a new pair before helping each child. ☒ Develop protocol for loading/unloading that includes visual screening for students exhibiting symptoms and logs for contact-tracing. This must be done at the time of arrival and departure. <ul style="list-style-type: none"> • If a student displays COVID-19 symptoms, provide a face covering (unless they are already wearing one) and keep six feet away from others. Continue transporting the student. <ul style="list-style-type: none"> ○ The symptomatic student shall be seated in the first row of the bus during transportation, and multiple 	<p>Sanitizing:</p> <p>A spray disinfectant will be applied to all buses at the end of each day.</p> <p>Frequently touched surfaces will be disinfected with sanitary wipes in between each route.</p> <p>Air vents and windows will be opened to increase fresh air to the extent possible subject to maintaining comfortable heat on buses.</p> <p>Screening:</p> <p>Drivers will screen students for visual symptoms when boarding.</p> <p>A student with visual symptoms will be place in the first seat of the bus and provided a face covering or shield.</p> <p>Drivers will radio to arrange for school staff to meet the bus at arrival and escort student to a building space pending further review.</p> <p>Distancing:</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>windows must be opened to allow for fresh air circulation, if feasible.</p> <ul style="list-style-type: none"> ○ The symptomatic student shall leave the bus first. After all students exit the bus, the seat and surrounding surfaces must be cleaned and disinfected. ● If arriving at school, notify staff to begin isolation measures. <ul style="list-style-type: none"> ○ If transporting for dismissal and the student displays an onset of symptoms, notify the school. <p><input checked="" type="checkbox"/> Consult with parents/guardians of students who may require additional support (e.g., students who experience a disability and require specialized transportation as a related service) to appropriately provide service.</p> <p><input checked="" type="checkbox"/> Drivers must wear masks or face coverings while driving, unless the mask or face covering interferes with the driver’s vision (e.g., fogging of eyeglasses). Drivers must wear face coverings when not actively driving and operating the bus, including while students are entering or exiting the vehicle. A face shield may be an acceptable alternative, only as stated in Section 1h of the Ready Schools, Safe Learners guidance.</p> <p><input checked="" type="checkbox"/> Inform parents/guardians of practical changes to transportation service (i.e., physical distancing at bus stops and while loading/unloading, potential for increased route time due to additional precautions, sanitizing practices, and face coverings).</p> <p><input checked="" type="checkbox"/> Face coverings for all students, applying the guidance in section 1h of the Ready Schools, Safe Learners guidance to transportation settings. This prevents eating while on the bus.</p> <p><input checked="" type="checkbox"/> Take all possible actions to maximize ventilation: Dress warmly, keep vents and windows open to the greatest extent possible.</p>	<p>District communication will be sent to parents to encourage their students to maintain Physical Distancing when waiting at bus pick up sites.</p> <p>The first seat on the bus will be reserved for potential visually symptomatic students.</p> <p>Drivers are to wear face coverings or shields at all times. Drivers will also wear disposable gloves to be discarded after each school run.</p> <p>Students must wear face coverings. The driver will have a supply available for students without a covering.</p> <p>Student will be staggered one to a seat. If capacity with spacing is not sufficient, siblings will be placed together first.</p> <p>Routes will be reviewed and adjusted to maintain spacing goals when possible.</p> <p>Cohort:</p> <p>Driver will maintain a written list of each student transported each day. The transportation office will hold the daily bus cohort lists.</p> <p>AM buses will release students one bus at a time to avoid mixing cohorts as they enter the building.</p> <p>PM buses will have elementary students escorted to the bus one classroom at a time. Middle and high school students will be released in staggered times to minimize cohort mixing.</p>

2j. CLEANING, DISINFECTION, AND VENTILATION

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Clean, sanitize, and disinfect frequently touched surfaces (e.g. door handles, sink handles, drinking fountains, transport vehicles) and shared objects (e.g., toys, games, art supplies) between uses multiple times per day. Maintain clean and disinfected (CDC guidance) environments, including classrooms, cafeteria settings and restrooms. Provide time and supplies for the cleaning and disinfecting of high-touch surfaces between multiple student uses, even in the same cohort.</p> <p><input checked="" type="checkbox"/> Outdoor learning spaces must have at least 75% of the square footage of its sides open for airflow.</p> <p><input checked="" type="checkbox"/> Outdoor playground structures require normal routine cleaning and do not require disinfection. Shared equipment should be cleaned and disinfected at least daily in accordance with CDC guidance.</p> <p><input checked="" type="checkbox"/> Apply disinfectants safely and correctly following labeling direction as specified by the manufacturer. Keep these products away from students.</p> <p><input checked="" type="checkbox"/> To reduce the risk of asthma, choose disinfectant products on the EPA List N with asthma-safer ingredients (e.g. hydrogen peroxide,</p>	<p>Custodian schedules will be adjusted as needed to have those staff members on site when students are present. High touch areas and restrooms will be sanitized on a regular basis throughout the school day on an hourly basis approximately.</p> <p>All playgrounds to remain closed at this time.</p> <p>All cleaning staff will receive training refreshers on proper use of all sanitizing products and methods to be used.</p> <p>Oxivir, a hydrogen peroxide based product will be the primary sanitizing product used during the day when students and teaching staff are present. After hours sanitizing will be primarily using electrostatic sprayers with PurTabs, a Sodium dichloro-s-triazinetrione product, at the lowest effective rate recommended in order to minimize any asthma inducing residual the next school day.</p> <p>Fresh air dampers will be opened as much as reasonably practical. Intent will be to ensure a health priority above comfort</p> <p>Window/box fans provided where no other ventilation options are available.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>citric acid, or lactic acid) and avoid products that mix these with asthma-causing ingredients like peroxyacetic acid, sodium hypochlorite (bleach), or quaternary ammonium compounds.</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Schools with HVAC systems must evaluate the system to minimize indoor air recirculation (thus maximizing fresh outdoor air) to the extent possible. Schools that do not have mechanical ventilation systems shall, to the extent possible, increase natural ventilation by opening windows and interior doors before students arrive and after students leave, and while students are present. Do not prop open doors that can pose a safety or security risk to students and staff (e.g., exterior doors and fire doors that must remain closed.) <input checked="" type="checkbox"/> Schools with HVAC systems should ensure all filters are maintained and replaced as necessary to ensure proper functioning of the system. <input checked="" type="checkbox"/> All intake ports that provide outside air to the HVAC system should be cleaned, maintained, and cleared of any debris that may affect the function and performance of the ventilation system. <input checked="" type="checkbox"/> Consider running ventilation systems continuously and changing the filters more frequently. Do <u>not</u> use fans if they pose a safety or health risk, such as increasing exposure to pollen/allergies or exacerbating asthma symptoms. Consider using window fans or box fans positioned in open windows to blow fresh outdoor air into the classroom via one window, and indoor air out of the classroom via another window. Fans must not be used in rooms with closed windows and doors, as this does not allow for fresh air to circulate. <input checked="" type="checkbox"/> Consider the need for increased ventilation in areas where students with special health care needs receive medication or treatments. <input checked="" type="checkbox"/> Facilities must be cleaned and disinfected at least daily to prevent transmission of the virus from surfaces (see CDC's guidance on disinfecting public spaces). <input checked="" type="checkbox"/> Consider modification or enhancement of building ventilation where feasible (see CDC's guidance on ventilation and filtration and American Society of Heating, Refrigerating, and Air-Conditioning Engineers' guidance). 	<p>All high touch surfaces and restrooms will be sanitized multiple times throughout the school day and classrooms and offices sanitized every evening.</p> <p>Fresh air dampers will be opened as much as reasonably practical. In buildings with negligible ventilation alternatives will be sought out from design professionals. Intent will be to ensure a health priority above comfort.</p> <p>All HVAC systems are regularly maintained.</p>

2k. HEALTH SERVICES

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> OAR 581-022-2220 Health Services, requires districts to “maintain a prevention-oriented health services program for all students” including space to isolate sick students and services for students with special health care needs. While OAR 581-022-2220 does not apply to private schools, private schools must provide a space to isolate sick students and provide services for students with special health care needs. <input checked="" type="checkbox"/> Licensed, experienced health staff should be included on teams to determine district health service priorities. Collaborate with health professionals such as school nurses; SBHC staff; mental and behavioral health providers; dental providers; physical, 	<p>Students with special health needs will have access to staff members trained to assist the student in managing their healthcare routine at school as outlined by their management plans. Injured students, students requiring mental breaks, or students exhibiting non-COVID-like symptoms will have access to a supervised health room for respite or to wait until they are picked up by a parent. Students exhibiting symptoms consistent with COVID-19 will be isolated in separate rooms from the health rooms, supervised by trained staff until they are picked up by their parents.</p> <p>Health Professionals accessible to the district:</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>occupational, speech, and respiratory therapists; and School Based Health Centers (SBHC).</p>	<p>Brie Leiblein, RN, District Nurse</p> <p>Kaley Archibald-Goers, FNP, SBHC Provider</p> <p>Molly Vickers Ed.S, NCSP, School Psychologist</p> <p>Amy Misley Ed.s, School Psychologist</p> <p>Samantha Pointer Ed.s, School Psychologist</p> <p>Chrys Pappas, MA, NCSP, School Psychologist</p> <p>Batinah Dawdy White, MS, SBHC Therapist</p> <p>Liz Sheridan CSWA. Social Worker</p> <p>Aften Pankiewicz-Waldram, MSW, CSWA</p> <p>Becky Curry, School Counselor</p> <p>Greg O'Neal, School Counselor</p> <p>Carrie Werner, School Counselor</p> <p>Cathy Callaway, School Counselor</p> <p>Malcolm Simononff, School Counselor</p> <p>Lexi Vuylsteke, School Counselor</p> <p>Jack Horab, School Counselor</p> <p>Matthew DiBiasio - M.S., CCC-SLP</p> <p>Dana Hamburg MA CCC-SLP</p> <p>Cathy Mershon M.S., CCC-SLP</p> <p>Katie Cook MA CCC-SLP</p> <p>Oregon Lions Sight and Hearing Foundation</p> <p>D3 Dental Services</p> <p>Columbia Regional Program</p>

2I. BOARDING SCHOOLS AND RESIDENTIAL PROGRAMS ONLY

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Provide specific plan details and adjustments in Operational Blueprints that address staff and student safety, which includes how you will approach:</p> <ul style="list-style-type: none"> • Contact tracing • The intersection of cohort designs in residential settings (by wing or common restrooms) with cohort designs in the instructional settings. The same cohorting parameter limiting total cohort size to 100 people applies. • Quarantine of exposed staff or students • Isolation of infected staff or students 	<p>N/A</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> • Communication and designation of where the “household” or “family unit” applies to your residents and staff <input checked="" type="checkbox"/> Review and take into consideration CDC guidance for shared or congregate housing: <ul style="list-style-type: none"> • Not allow more than two students to share a residential dorm room unless alternative housing arrangements are impossible • Ensure at least 64 square feet of room space per resident • Reduce overall residential density to ensure sufficient space for the isolation of sick or potentially infected individuals, as necessary; • Configure common spaces to maximize physical distancing; • Provide enhanced cleaning; • Establish plans for the containment and isolation of on-campus cases, including consideration of PPE, food delivery, and bathroom needs. <p>Exception</p> <p>K-12 boarding schools that do not meet the Advisory Metrics (Section 0 of the Ready Schools, Safe Learners guidance) may operate, in consultation with their Local Public Health Authority, provided that:</p> <input checked="" type="checkbox"/> They have a current and complete RSSL Blueprint and are complying with Sections 1-3 of the Ready Schools, Safe Learners guidance and any other applicable sections, including Section 2L of the Ready Schools, Safe Learners guidance. <input checked="" type="checkbox"/> The school maintains a fully-closed residential campus (no non-essential visitors allowed), and normal day school operations are only offered remotely through distance learning. <input checked="" type="checkbox"/> There have been no confirmed cases of COVID-19 among school staff or students in the past 14 days. <input checked="" type="checkbox"/> Less than 10% of staff, employees, or contracts (in total) are traveling to or from campus. Staff in this designation will: <ul style="list-style-type: none"> • Limit travel to essential functions. • Carefully monitor their own health daily and avoid coming to campus at any potential symptom of COVID-19. <input checked="" type="checkbox"/> Any boarding students newly arriving to campus will either: <ul style="list-style-type: none"> • Complete a quarantine at home for 14 days* prior to traveling to the school, OR • Quarantine on campus for 14 days.* <p>* A 14-day quarantine is the safest option to prevent the spread of COVID-19 to others. However, in either option above, for boarding students who have not developed any symptoms, schools may consider ending quarantine after 10 days without any testing, or after 7 days with a negative result on a COVID-19 viral test collected within 48 hours before ending quarantine, unless otherwise directed by the local public health authority (LPHA).</p> <input checked="" type="checkbox"/> Student transportation off-campus is limited to medical care.	

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> In accordance with ORS 336.071 and OAR 581-022-2225 all schools (including those operating a Comprehensive Distance Learning model) are required to instruct students on emergency procedures. Schools that operate an On-Site or Hybrid model need to instruct and practice drills on emergency procedures so that students and staff can respond to emergencies.</p> <ul style="list-style-type: none"> • At least 30 minutes in each school month must be used to instruct students on the emergency procedures for fires, earthquakes (including tsunami drills in appropriate zones), and safety threats. • Fire drills must be conducted monthly. • Earthquake drills (including tsunami drills and instruction for schools in a tsunami hazard zone) must be conducted two times a year. • Safety threats including procedures related to lockdown, lockout, shelter in place and evacuation and other appropriate actions to take when there is a threat to safety must be conducted two times a year. <p><input checked="" type="checkbox"/> Drills can and should be carried out <u>as close as possible</u> to the procedures that would be used in an actual emergency. For example, a fire drill must be carried out with the same alerts and same routes as normal. If appropriate and practicable, COVID-19 physical distancing measures can be implemented, but only if they do not compromise the drill.</p> <p><input checked="" type="checkbox"/> When or if physical distancing must be compromised, drills must be completed in less than 15 minutes.</p> <p><input checked="" type="checkbox"/> Drills shall not be practiced unless they can be practiced correctly.</p> <p><input checked="" type="checkbox"/> Train staff on safety drills prior to students arriving on the first day on campus in hybrid or face-to-face engagement.</p> <p><input checked="" type="checkbox"/> If on a hybrid schedule, conduct multiple drills each month to ensure that all cohorts of students have opportunities to participate in drills (i.e., schedule on different cohort days throughout the year).</p> <p><input checked="" type="checkbox"/> Students must wash hands with soap and water for 20 seconds or use an alcohol-based hand sanitizer with 60-95% alcohol after a drill is complete.</p>	<p>Building administrators will conduct emergency drills in accordance with the provisions of Oregon Revised Statutes and school board policy EBCB: Emergency Drills.</p> <p>Drills will be conducted in the same manner they would typically be carried out, with an additional layer of response to address current health protocols. This would include the required face coverings, and physical distancing to the degree possible. Physical distancing may be accomplished through staggered classroom release, expanded staging areas, or by conducting drills multiple times to ensure all cohorts of students are able to participate.</p> <p>School staff will be trained to lead their students through a drill that includes the additional protocols, and to adapt their classroom instruction regarding drills.</p>

2n. SUPPORTING STUDENTS WHO ARE DYSREGULATED, ESCALATED, AND/OR EXHIBITING SELF-REGULATORY CHALLENGES

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Utilize the components of Collaborative Problem Solving or a similar framework to continually provide instruction and skill-building/training related to the student’s demonstrated lagging skills.</p> <p><input checked="" type="checkbox"/> Take proactive/preventative steps to reduce antecedent events and triggers within the school environment.</p> <p><input checked="" type="checkbox"/> Be proactive in planning for known behavioral escalations (e.g., self-harm, spitting, scratching, biting, eloping, failure to maintain physical distance). Adjust antecedents where possible to minimize student and staff dysregulation. Recognize that there could be new</p>	<p>The district has done training with appropriate staff across the district to use Collaborative Problem Solving.</p> <p>We have worked with buildings around specific behavior plans to reduce the risk of triggering stimuli.</p> <p>We have appropriate behavior plans and systems in place based around FBAs when appropriate to avoid and address dysregulation. We will adjust these plans when we return to fit the new settings.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>and different antecedents and setting events with the additional requirements and expectations for the 2020-21 school year.</p> <ul style="list-style-type: none"> ☒ Establish a proactive plan for daily routines designed to build self-regulation skills; self-regulation skill-building sessions can be short (5-10 minutes), and should take place at times when the student is regulated and/or is not demonstrating challenging behaviors. ☒ Ensure all staff are trained to support de-escalation, provide lagging skill instruction, and implement alternatives to restraint and seclusion. ☒ Ensure that staff are trained in effective, evidence-based methods for developing and maintaining their own level of self-regulation and resilience to enable them to remain calm and able to support struggling students as well as colleagues. ☒ Plan for the impact of behavior mitigation strategies on public health and safety requirements: <ul style="list-style-type: none"> • Student elopes from area <ul style="list-style-type: none"> ○ If staff need to intervene for student safety, staff should: <ul style="list-style-type: none"> ● Use empathetic and calming verbal interactions (i.e. “This seems hard right now. Help me understand... How can I help?”) to attempt to re-regulate the student without physical intervention. ● Use the least restrictive interventions possible to maintain physical safety for the student and staff. ● Wash hands after a close interaction. ● Note the interaction on the appropriate contact log. ○ *If unexpected interaction with other stable cohorts occurs, those contacts must be noted in the appropriate contact logs. • Student engages in behavior that requires them to be isolated from peers and results in a room clear. <ul style="list-style-type: none"> ○ If students leave the classroom: <ul style="list-style-type: none"> ● Preplan for a clean and safe alternative space that maintains physical safety for the student and staff ● Ensure physical distancing and separation occur, to the maximum extent possible. ● Use the least restrictive interventions possible to maintain physical safety for the student and staff. ● Wash hands after a close interaction. ● Note the interaction on the appropriate contact log. ○ *If unexpected interaction with other stable cohorts occurs, those contacts must be noted in the appropriate contact logs. • Student engages in physically aggressive behaviors that preclude the possibility of maintaining physical distance and/or require physical de-escalation or intervention techniques other than restraint or seclusion (e.g., hitting, biting, spitting, kicking, self-injurious behavior). <ul style="list-style-type: none"> ○ If staff need to intervene for student safety, staff should: <ul style="list-style-type: none"> ● Maintain student dignity throughout and following the incident. ● Use empathetic and calming verbal interactions (i.e. “This seems hard right now. Help me understand... How can I help?”) to attempt to re-regulate the student without physical intervention. ● Use the least restrictive interventions possible to maintain physical safety for the student and staff 	<p>We explicitly teach self-regulation strategies in a systematic way based on needs while students are calm.</p> <p>All buildings have staff trained in SYNC or CPI strategies.</p> <p>Both SYNC and CPI have components for regulating staff emotions.</p> <p>All buildings have plans for student elopement that include the listed components.</p> <p>If interaction with another cohort occurred that would be appropriately logged.</p> <p>If a student needed to be isolated a space would be identified and used that met the listed criteria and protocol.</p> <p>Staff would follow our restrain training that includes the listed best practices.</p> <p>Spaces would be cleaned and sanitized</p> <p>PPE would be cleaned and sanitized</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> • Wash hands after a close interaction. • Note the interaction on the appropriate contact log. <p>*If unexpected interaction with other stable cohorts occurs, those contacts must be noted in the appropriate contact logs.</p> <p><input checked="" type="checkbox"/> Ensure that spaces that are unexpectedly used to deescalate behaviors are appropriately cleaned and sanitized after use before the introduction of other stable cohorts to that space.</p>	

2o. PROTECTIVE PHYSICAL INTERVENTION

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Reusable Personal Protective Equipment (PPE) must be cleaned and disinfected following the manufacturer’s recommendation, after every episode of physical intervention (see section 2j. Cleaning, Disinfection, and Ventilation in the <i>Ready Schools, Safe Learners</i> guidance). Single-use disposable PPE must not be re-used.</p>	<p>If reusable PPE becomes contaminated as the result of a physical intervention the School will provide staff with single-use disposable PPE for the remainder of the day.</p>



3. Response to Outbreak

3a. PREVENTION AND PLANNING

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Review the “Planning for COVID-19 Scenarios in Schools” toolkit.</p> <p><input checked="" type="checkbox"/> Coordinate with Local Public Health Authority (LPHA) to establish communication channels related to current transmission level.</p>	<p>We have reviewed the toolkit and our District Nurse works with our LPHA on communications. All reporting and communication protocols will be followed per district COVID-19 Communication Protocol and OHA Mandatory Disease Reporting procedures.</p>

3b. RESPONSE

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Review and utilize the “Planning for COVID-19 Scenarios in Schools” toolkit.</p> <p><input checked="" type="checkbox"/> Ensure continuous services and implement Comprehensive Distance Learning.</p> <p><input checked="" type="checkbox"/> Continue to provide meals for students.</p>	<p>We have reviewed and utilized the toolkit. Comprehensive distance learning has been implemented and we continue to offer meals to all of our students.</p>

3c. RECOVERY AND REENTRY

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Review and utilize the “Planning for COVID-19 Scenarios in Schools” toolkit.</p>	<p>We have reviewed the toolkit and will utilize the scenarios in the event an outbreak occurs.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> Clean, sanitize, and disinfect surfaces (e.g. door handles, sink handles, drinking fountains, transport vehicles) and follow CDC guidance for classrooms, cafeteria settings, restrooms, and playgrounds.	<p>We are following all guidance for sanitation of our facilities.</p> <p>Students will be in cohorts with smaller groups and attend in person on a rotating basis.</p>
<input checked="" type="checkbox"/> When bringing students back into On-Site or Hybrid instruction, consider smaller groups, cohorts, and rotating schedules to allow for a safe return to schools.	<p>Custodian schedules will be adjusted as needed to have those staff members on site when students are present. High touch areas and restrooms will be sanitized on a regular basis throughout the school day on an hourly basis approximately. Bottle fill stations will be installed in as many locations as possible and drinking fountain use will be discouraged.</p>



ASSURANCES

This section must be completed by any public school that is providing instruction through On-Site or Hybrid Instructional Models. Schools providing Comprehensive Distance Learning Instructional Models do not need to complete this section unless the school is implementing the Limited In-Person Instruction provision under the Comprehensive Distance Learning guidance.

This section does not apply to private schools.

- We affirm that, in addition to meeting the requirements as outlined above, our school plan has met the collective requirements from ODE/OHA guidance related to the 2020-21 school year, including but not limited to requirements from:
- Sections 4, 5, 6, 7, and 8 of the [Ready Schools, Safe Learners](#) guidance,
 - The [Comprehensive Distance Learning](#) guidance,
 - The [Ensuring Equity and Access: Aligning Federal and State Requirements](#) guidance, and
 - [Planning for COVID-19 Scenarios in Schools](#)
- We affirm that we cannot meet all of the collective requirements from ODE/OHA guidance related to the 2020-21 school year from:
- Sections 4, 5, 6, 7, and 8 of the [Ready Schools, Safe Learners](#) guidance,
 - The [Comprehensive Distance Learning](#) guidance,
 - The [Ensuring Equity and Access: Aligning Federal and State Requirements](#) guidance, and
 - [Planning for COVID-19 Scenarios in Schools](#)

We will continue to work towards meeting them and have noted and addressed which requirement(s) we are unable to meet in the table titled “Assurance Compliance and Timeline” below.



4. Equity



5. Instruction



6. Family, Community, Engagement



7. Mental, Social, and Emotional Health



8. Staffing and Personnel

Assurance Compliance and Timeline

If a district/school cannot meet the requirements from the sections above, provide a plan and timeline to meet the requirement.

List Requirement(s) Not Met	Provide a Plan and Timeline to Meet Requirements <i>Include how/why the school is currently unable to meet them</i>