



## Clarkes Elementary School

### Communicable Disease Management Plan

School Year 2023-2024

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#### School/District/Program Information

District or Education Service District Name and ID: Molalla River School District

School or Program Name: Clarkes Elementary School

Contact Name and Title: Christy Newman, Principal

Contact Phone: 503-632-3290

Contact Email: [christina.newman@molallariv.k12.or.us](mailto:christina.newman@molallariv.k12.or.us)

Table 1.



## Policies, protocols, procedures and plans already in place

Provide hyperlinks to any documents or other resources currently utilized in your school/district. Consider adding a brief description about how each is used within your school.

Plan Types	Hyperlinks and Descriptions
<p><b>School District Communicable Disease Management Plan</b>  <a href="#">OAR 581-022-2220</a></p>	<p>The Molalla River School District adheres to our adopted <a href="#">Communicable Disease Management Plan</a> which is aligned with OAR 581-022-2220 and all required regulations within the Communicable Disease Guidelines for Oregon. Training on school-level practices designed specifically to prevent the spread of communicable disease is conducted regularly and aligned with job type. District nursing staff provide technical support at all schools, either remotely or in person, at all times during school operation.</p>
<p><b>Exclusion Measures</b>                      Exclusion of students and staff who are diagnosed with certain communicable diseases.  <a href="#">OAR 333-019-0010</a></p>	<p>Staff are trained to screen students throughout the school day. We are in partnership with our local health authorities whenever there is a known case to enforce health department isolation periods. We follow the <a href="#">Exclusion Guidelines</a> which are included in the <a href="#">Molalla River School District Communicable Disease Management Plan</a>.</p>
<p><b>Isolation Space</b>                      Requires a prevention-oriented health services program including a dedicated space to isolate sick students and to provide services for students with special health care needs.  <a href="#">OAR 581-022-2220</a></p>	<p>Per the <a href="#">Communicable Disease Management Plan</a>, all school buildings have a designated space for isolation of symptomatic individuals in a location separate from other students and staff.</p>
<p><b>Emergency Plan or Emergency Operations Plan</b>  <a href="#">OAR 581-022-2225</a></p>	<p>Local School Safety Plans (LSSPs) are updated annually. LSSP's are aligned with the <a href="#">District Emergency Operations Plan</a> which is based upon current prevention and preparedness principles and bolstered by agency partnerships (Molalla Police Department, Clackamas Co. Sheriff's Office, Clackamas County Health Authority).</p>

Plan Types	Hyperlinks and Descriptions
<b>Mental Health and Wellbeing Plans such as those prepared for <a href="#">Student Investment Account</a></b> (optional)	MRSD has a long-standing partnership with Trillium Family Services which is an important part of our mental health support system for students and families: <a href="#">MRSD Trillium Family Services Resources and Links</a> . MRSD maintains an up-to-date system regarding suicide prevention.
<b>Additional documents reference here:</b>	



## SECTION 1. Clarifying Roles and Responsibilities

Identifying roles central to communicable disease management. Clarifying responsibilities related to communicable disease response is a first step in keeping communities healthy and safe. In general, decisions of school health and safety reside with school and district officials. Together with local public health officials, school/district administrators should consult a variety of individuals when making decisions about health and safety in school.

**Table 2. Roles and Responsibilities**

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
Building Lead / Administrator	<ul style="list-style-type: none"> <li>• Educates staff, families, and students on policies regarding visitors and volunteers, ensuring health and safety are being maintained.</li> <li>• In consultation with district leadership and LPHA staff, determines the level and type of response that is required/necessary.</li> </ul>	Christy Newman, Principal	Jennifer Ellis, Director of Human Resources 503-829-2359

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
	<ul style="list-style-type: none"> <li>Acts as key spokesperson to communicate health-related matters within school community members, health partners, and other local partners.</li> </ul>	503-632-3290 christina.newman@molallariv.k1 2.or.us	
School Safety Team Representative ( <i>or staff member knowledgeable about risks within a school, emergency response, or operations planning</i> )	<ul style="list-style-type: none"> <li>Trains staff at the start of the academic year and at periodic intervals on communicable disease management procedures.</li> <li>Leads debrief of communicable disease event, informing continuous improvement of the planning, prevention, response, and recovery system.</li> </ul>	Christy Newman, Principal 503-632-3290 christina.newman@molallariv.k1 2.or.us	
Health Representative ( <i>health aid, administrator, school/district nurse, ESD support</i> )	<ul style="list-style-type: none"> <li>Supports building lead/administrator in determining the level and type of response that is necessary.</li> <li>Reports to the LPHA any cluster of illness among staff or students.</li> <li>Provides requested logs and information to the LPHA in a timely manner.</li> </ul>	Amanda Bickford, MRSD Lead Nurse 503-829-7466	Robin Shobe, Director of Student Services 503-829-2359

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
School Support Staff as needed <i>(transportation, food service, maintenance/custodial)</i>	<ul style="list-style-type: none"> <li>• Advises on prevention/response procedures that are required to maintain student services.</li> </ul>	Antonia Etzel, Food Service 503-759-7477 Brenda Morris, Transportation 503-829-2512	Keith McClung, Chief Business Official 503-829-2359
Communications Lead <i>(staff member responsible for ensuring internal/external messaging is completed)</i>	<ul style="list-style-type: none"> <li>• Ensures accurate, clear, and timely information is communicated including those who may have been exposed, a description of how the school is responding, and action community members can take to protect their health.</li> <li>• Shares communications in all languages relevant to school community.</li> </ul>	Christy Newman, Principal  503-632-3290  christina.newman@molallariv.k12.or.us	Allison Holstein, Communications Coordinator 503-829-2359
District Level Leadership Support <i>(staff member in which to consult surrounding a communicable disease event)</i>	<ul style="list-style-type: none"> <li>• Has responsibility over communicable disease response during periods of high transmission in community at large. May act as school level support to Building lead/Administrator activating a scaled response.</li> <li>• Responds to media inquiries during the communicable disease event and ensures that those responsible for communication are designated speakers.</li> </ul>	Tony Mann, Superintendent 503-829-2359	Allison Holstein, Communications Coordinator 503-829-2359

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
Main Contact within Local Public Health Authority (LPHA)	<ul style="list-style-type: none"> <li>• Notifies Building Lead/Administrator of communicable disease outbreak and offers recommendations for appropriate response.</li> <li>• Key spokesperson to communicate on health-related matters with community members, health facility staff, and other local community partners.</li> </ul>	Amanda Bickford, MRSD Lead Nurse 503-829-7466 Tony Mann, Superintendent 503-829-2359	Allison Holstein, Communications Coordinator 503-829-2359



## Section 2. Equity and Continuity of Education

### Preparing a plan that centers equity and supports mental health

Preparing a school to manage a communicable disease case or event requires an inclusive and holistic approach to protect access to in-person learning for all students. In this section suggested resources are offered to help prepare for communicable disease management while centering an equitable and caring response.

#### Centering Equity

Identify existing district or school plans and tools that can be utilized when centering equity in prevention, response, and recovery from incidents of outbreaks (e.g., district or school equity plans/stances/lenses/decision tools, Equity Committee or Team protocols, district or school systems for including student voice, existing agreements or community engagement or consultation models, Tribal Consultation<sup>1</sup>, etc.)

- [Board Adopted Resolution](#) – November 21, 2019 MRSD Board Resolution - Students, Parents, Equity and Access INSERT

<sup>1</sup> Tribal Consultation is a separate process from stakeholder engagement; consultation recognizes and affirms tribal rights of self-government and tribal sovereignty, and mandates state government to work with American Indian nations on a [government-to-government](#) basis.



**Suggested Resources:**

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

**Table 3. Centering Educational Equity**

OHA/ODE Recommendation(s)	Response:
Describe how you will ensure continuity of instruction for students who may miss school due to illness.	<ul style="list-style-type: none"> <li>● Student attendance is taken daily.</li> <li>● parents/guardians are contacted every time their student is absent.</li> <li>● Office staff categorize absence reasons; excused versus unexcused absences in a database (Synergy)</li> <li>● Patterns of absences are reported to the nursing staff.</li> <li>● Students experience chronic absences due to illness will be reviewed by nursing staff and Health Plans or the need for a 504 plan will be evaluated.</li> <li>● Students who are chronically absent due to illness will be considered for tutoring</li> </ul>
Describe how you identify those in your school setting that are disproportionately impacted by communicable disease and which students and families may need differentiated or additional support.	<ul style="list-style-type: none"> <li>● Student attendance is taken daily.</li> <li>● parents/guardians are contacted every time their student is absent.</li> <li>● Office staff categorize absence reasons; excused versus unexcused absences in a database (Synergy)</li> <li>● Patterns of absences are reported to the nursing staff.</li> <li>● Students experience chronic absences due to illness will be reviewed by nursing staff and Health Plans or the need for a 504 plan will be evaluated.</li> <li>● Students who are chronically absent due to illness will be considered for tutoring</li> </ul>

OHA/ODE Recommendation(s)	Response:
<p>Describe the process by which the school will implement a differentiated plan for those that are disproportionately impacted, historically underserved or at higher risk of negative impacts or complications related to communicable disease.</p>	<ul style="list-style-type: none"> <li>● Student attendance is taken daily.</li> <li>● parents/guardians are contacted every time their student is absent.</li> <li>● Office staff categorize absence reasons; excused versus unexcused absences in a database (Synergy)</li> <li>● Patterns of absences are reported to the nursing staff.</li> <li>● Students experience chronic absences due to illness will be reviewed by nursing staff and Health Plans or the need for a 504 plan will be evaluated.</li> <li>● Students who are chronically absent due to illness will be considered for tutoring</li> </ul>
<p>Describe what support, training or logistics need to be in place to ensure that the named strategies are understood, implemented, and monitored successfully.</p>	<ul style="list-style-type: none"> <li>● Student services will assess the need for relevant trainings and implement as needed</li> </ul>



### Section 3. Communicable Disease Outbreak Prevention and Response:

**Implementing mitigation activities, responding to periods of increased transmission, resuming baseline level mitigation, and debriefing actions to improve the process**

Planning for and implementing proactive health and safety mitigation measures assists schools in reducing communicable disease transmission within the school environment for students, staff, and community members. Communicable disease, including norovirus, flu and COVID-19, will continue to circulate in our communities and our schools. Schools will utilize different mitigation measures based on local data, and observation of



what is happening in their schools (e.g., transmission within their facilities and communities.) In the following section, teams will document their school's approach to the CDC, OHA and ODE advised health and safety measures at baseline, during increased transmission.



#### Suggested Resources:

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

**Table 4.**

**Communicable Disease Mitigation Measures**

<p><b>OHA/ODE Recommendation(s)</b> Layered Health and Safety Measures</p>	<p><b>Describe what mitigating measures the school will implement to reduce and respond to the spread of communicable disease and protect in-person instruction?</b></p>
<p>Immunizations</p>	<p><i>CDC, OHA, and ODE recommend COVID-19 vaccination for all eligible individuals. Please include whether your school will offer COVID-19 vaccine clinics or notices about where to access vaccines in your community. <b>Shots are required by law</b> for children in attendance at public and private schools, preschools, child care facilities, and Head Start programs in Oregon. Nearly every place that provides care for a child outside the home <a href="#">requires shots</a> or a <a href="#">medical</a> or <a href="#">nonmedical exemption</a> to stay enrolled.</i></p>
<p>Face Coverings</p>	<p>The District will continue to make face coverings available to all students and staff that wish to wear them, but will not be required except when in the below locations as per OAR 333-019-1011</p>
<p>Isolation</p>	<p>A space will be made available to isolate sick children from injured children that need assistance per OAR 581-022-2220. Staff that manage the isolation room of ill children will be trained on PPE requirements.</p>
<p>Symptom Screening</p>	<p>A symptom poster will remain at the front entrance of all District buildings to discourage those who are ill from entering.</p>
<p>COVID-19 Diagnostic Testing</p>	<p><i>OHA offers schools a diagnostic testing program to all public and private K-12 schools in Oregon. Please indicate whether your school will offer diagnostic testing.</i></p>
<p>Airflow and Circulation</p>	<p>The Molalla River School District facilities staff ensure school ventilation systems circulate fresh air regularly. The district continues to ensure effective ventilation and indoor air quality by:</p> <ul style="list-style-type: none"> <li>• Continuing the amount of fresh outside air that is introduced into the system;</li> <li>• Exhausting air from indoors to the outdoors;</li> <li>• Maintaining a climate level that balances comfort and safety within a classroom and building;</li> <li>• Cleaning the air that is recirculated indoors with effective filtration methods to remove virus- containing particles from the air.</li> </ul> <p>The Molalla River School District also uses UV-C technology in isolation spaces.</p>
<p>Cohorting</p>	<p>Classes, lunches and recess return to standard pre-COVID setup</p>
<p>Physical Distancing</p>	<p>Classroom configurations return to standard pre-COVID classroom setup with emphasis of striving for at least 3 feet physical distancing between student desks to the extent possible. Staff and students will maintain as much distance as possible which helps mitigate transmission of COVID-19. We will minimize students standing in bathroom &amp; lunch lines as much as possible.</p>

OHA/ODE Recommendation(s) Layered Health and Safety Measures	Describe what mitigating measures the school will implement to reduce and respond to the spread of communicable disease and protect in-person instruction?
Hand Washing	Staff and students will be trained on the importance of hand and respiratory hygiene. Hand sanitizer will be available for use upon entering District buildings, in classrooms and other areas where hand washing may be needed, but handwashing sinks are not immediately available.
Cleaning and Disinfection	Molalla River School District will use Waxie Solsta 730 HP Disinfectant, a one-step hydrogen peroxide-based product for disinfection, cleaning, and deodorizing. PurTabs to clean, sanitize, and disinfect all its facilities for COVID-19. 730 HP Disinfectant Cleaner and PurTabs have been tested and proven to kill SARS-CoV2 the virus responsible for COVID-19, 730 in one minute, and PurTabs in 4 minutes at a dilution rate of 1, 3.3g tablet per 1 quart of water. The 730 HP Disinfectant cleaner will be provided for all staff to use in spray bottles. Employees will be recommended to frequently clean their workspaces. Custodial cleaning protocols include wiping down high touch surfaces regularly.
Training and Public Health Education	Staff will receive an updated online COVID-19 training outlining safety measures and mitigation strategies to prevent the spread of COVID-19.

**PRACTICING PLAN TO BE READY**

Training exercises are essential to preparedness ensuring individuals understand their role in a communicable disease event. Exercises can also help identify gaps in the planning, thereby building upon and strengthening the plan over time. Schools, districts, and ESDs should schedule to exercise this plan annually and when any revisions are made to update the plan. The plan, or component(s) of the plan, can be tested through conversations, practice exercises, or other activities.

This plan is available for public viewing [HERE](#).

Date Last Updated: **2023**

Date Last Practiced: **2023**