

School-Level Communicable Disease Management Plan

School Year 2023-24



School/District/Program Information

District or Education Service District Name and ID: **Lake Oswego School District ID: 1923**


School or Program Name: **Harmony Academy**

Contact Name and Title: Sharon Dursi Martin

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Contact Phone: 503-496-3929

Table 1.

	<p>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.</p>
<p>School District Communicable Disease Management Plan OAR 581-022-2220</p>	<p>https://www.losdschools.org/Page/9008</p>
<p>Exclusion Measures Exclusion of students and staff who are diagnosed with certain communicable diseases OAR 333-019-0010</p>	<p>School administrators are required to exclude staff and students from school per current OHA/ODE guidelines (OAR 333-019-0010) pg 8-11</p>
<p>Isolation Space Requires a prevention-oriented health services program including a dedicated space to isolate sick students and to provide services for students with special health care needs. OAR 581-022-2220</p>	<p>Health Room for Isolation: Page 7-8 of LOSD Communicable Disease Management Plan https://www.losdschools.org/Page/9008</p>
<p>Emergency Plan or Emergency Operations Plan OAR 581-022-2225</p>	<p>https://www.losdschools.org/Page/5007</p>



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.

Mental Health and Wellbeing Plans such as those prepared for Student Investment Account (optional)

Identify existing district or school plans and tools that can be utilized in supporting student and staff wellbeing and mental health during prevention, response, and recovery from incidents of a communicable disease outbreak.

Harmony Academy students and families have access to recovery mentors, recovery groups, and a school therapist on a daily basis to help support mental health and well-being. We have policies designed especially for our participation in the Clackamas County Behavioral Health Resource Network that address mental health and well-being. We have regular staff meetings and staff trainings to support the needs of vulnerable youth in early recovery from substance use and cooccurring disorders.

Additionally, we are supported holistically by LOSD.

[LOSD Mental Health Resources](#)

Additional documents reference here:

Safety & Security Site: <https://www.losdschools.org/domain/1748>

District Nurse Site: <https://www.losdschools.org/Page/1945>



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:
Office Manager / Administrator	<ul style="list-style-type: none"> • Educates staff, families, and students on policies regarding visitors and volunteers, ensuring health and safety are being maintained. • In consultation with district leadership and LPHA staff, determines the level and type of response that is required/necessary. • Acts as key spokesperson to communicate health-related matters within school community members, health partners, and other local partners. 	Starre Helm, Office Manager Sharon Dursi Martin, Principal	Jake Sweeting, Assistant Principal
School Safety Team Representative (<i>or staff member knowledgeable about risks within a school, emergency response, or operations planning</i>)	<ul style="list-style-type: none"> • Trains staff at the start of the academic year and at periodic intervals on communicable disease management procedures. • Leads debrief of communicable disease events, informing continuous improvement of the planning, prevention, response, and recovery system. 	Sharon Dursi Martin, Harmony Principal LOSD Nurse Team Scott Schinderle, Executive Director of Student Services Scott Thran, Safety & Security Coordinator	Starre Helm, Office Manager

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
Health Representative <i>(health aid, administrator, school/district nurse, ESD support)</i>	<ul style="list-style-type: none"> • Supports building lead/administrator in determining the level and type of response that is necessary. • Reports to the LPHA any cluster of illness among staff or students. • Provides requested logs and information to the LPHA in a timely manner. 	Jenny DeVine, RN	Michelle MacLachlan, RN
School Support Staff as needed <i>(transportation, food service, maintenance/custodial)</i>	<ul style="list-style-type: none"> • Advises on prevention/response procedures that are required to maintain student services. 	Tracey Riddle, Harmony transportation and nutrition Starre Helm, Harmony Transportation: Mary Kay Larson, Communications Director	Nutrition Services: Cris Castro, Director
Communications Lead <i>(staff member responsible for ensuring internal/external messaging is completed)</i>	<ul style="list-style-type: none"> • Ensures accurate, clear, and timely information is communicated including those who may have been exposed, a description of how the school is responding, and action community members can take to protect their health. • Shares communications in all languages relevant to the school community. 	Starre Helm, Office Manager (for strictly Harmony communications) Transportation: Mary Kay Larson, Communication Director Nutrition Services: Cris Castro, Director Brent Paul, Maintenance	Sera Parker, Digital Media Specialist

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
District Level Leadership Support <i>(staff member in which to consult surrounding a communicable disease event)</i>	<ul style="list-style-type: none"> Has responsibility over Communicable Disease response during periods of high transmission in the community at large. May act as school level support to Building lead/Administrator activating a scaled response. Responds to media inquiries during the communicable disease event and ensures that those responsible for communication are designated speakers. 	Scott Schinderle, Executive Director of Student Services	Lou Bailey, Executive Director of Secondary Schools
Main Contact within Local Public Health Authority (LPHA)	<ul style="list-style-type: none"> Notifies Building Lead/Administrator of communicable disease outbreak and offers recommendations for appropriate response. Key spokesperson to communicate on health-related matters with community members, health facility staff, and other local community partners. 	Jennifer Schiele, Superintendent	Lou Bailey, Executive Director of Secondary Schools
Others as identified by team	N/A	N/A	N/A



Section 2. Equity and Continuity of Education

Preparing a plan that centers equity and supports mental health

Preparing a school to manage 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 Consultation¹, etc.)

- [Race Equity in Recovery North Star Document](#)
- <https://www.losdschools.org/Page/7367>
- <https://www.losdschools.org/domain/1804>


	<p>Suggested Resources:</p> <ol style="list-style-type: none"> 1. Equity Decision Tools for School Leaders 2. Community Engagement Toolkit 3. Tribal Consultation Toolkit
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Table 3. Centering 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"> • Teachers & Counselors will identify students or families who miss school due to illness to make sure they have the resources that they need. • Students will have support from the entire Harmony staff to earn credit when they have missed school due to illness • Harmony’s staff reflects the needs of youth in recovery
Describe how you identify those in your school setting that are disproportionately impacted by Communicable Disease and which students and families may need	<ul style="list-style-type: none"> • Regular contact with our families and teams • Regular whole-staff meetings (2x weekly) and recovery team meetings (at least 2x weekly) to discuss holistic needs of youth and families • Offer to schedule vaccine appointments for families • Attendance checks along with academic and mental health support for families • Additional social workers hired for the district to assist families

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

OHA/ODE Recommendation(s)	Response:
differentiated or additional support.	
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.	<ul style="list-style-type: none"> ● Staff will identify students or families who are historically underserved to make sure they have the resources that they need. ● Staff will identify students and families who need support in accessing health care
Describe what support, training or logistics need to be in place to ensure that the named strategies are understood, implemented, and monitored successfully.	<ul style="list-style-type: none"> ● Anti-racism training ● All-staff trainings on equity in education and recovery ● Training on the needs of students with disabilities ● 1:1 devices ● Attendance monitoring ● Training for teachers on learning loss ● Training for recovery mentors on equity in schools



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

Table 5. Communicable Disease Mitigating Measures

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?
Immunizations	LOSD provided access to state and local vaccination clinics to eligible individuals (both staff and students).
Face Coverings	Masks are recommended if employees or students are at high risk for severe illness or if the county is at high risk. For staff or students at high risk, we recommend they have a conversation with a healthcare provider and/or take additional precautions.
Isolation	If a person has COVID-19, they must isolate themselves away from others for 5 days after the start of symptoms (or after a positive test if there are no symptoms), and no fever for 24 hours, and symptoms are improving. Each school has isolation spaces.
Symptom Screening	Students and Staff who exhibit symptoms of COVID-19 while at school will be sent home, per ODE Communicable Disease Guidelines.
COVID-19 Diagnostic Testing	LOSD will not offer diagnostic testing or screening testing for COVID-19.

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?
Airflow and Circulation	We are in an old building where opening windows is the best way to increase airflow and circulating.
Cohorting	Harmony has a small student body (under 40) that acts as one cohort and is split into three groups throughout the day.
Physical Distancing	Return to standard pre-COVID classroom setup with emphasis of maintaining at least 3 ft physical distancing to the extent possible.
Hand Washing	<p>Staff and students will be trained on the importance of hand and respiratory hygiene.</p> <p>Hand sanitizer will be available for use upon entering District buildings, including Harmony. Students will be encouraged to wash their hands throughout the day including but not limited to after recess, before and after eating lunch and after using the restroom.</p>
Cleaning and Disinfection	<p>Regular cleaning procedures are implemented in all LOSD buildings including Harmony. Special attention is given to high-touch surfaces. Classroom outbreaks of COVID-19 result in comprehensive disinfection of associated areas, per CDC guidance.</p> <p>Disinfectant spray is available in every classroom along with microfiber cloth rags for application.</p>
Training and Public Health Education	Staff will receive an updated COVID-19 training outlining newest safety measures and mitigation strategies to prevent the spread of COVID-19.

PRACTICING PLAN TO IMPROVE PROCESS

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

INSERT THE PUBLIC VIEWING LINK: [Harmony Communicable Disease Plan](#)

Date Last Updated: **August 25, 2023**

Date Last Practiced: **August 25, 2023**