

# MCS OPERATIONAL BLUEPRINT FOR SCHOOL REENTRY 2020-21 REVISED August 26, 2020

Under ODE’s **Ready Schools, Safe Learners** guidance, each school<sup>[1]</sup> has been directed to submit a plan to the district<sup>[2]</sup> 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,<sup>[3]</sup> parents and others for purposes of providing expertise, developing broad understanding of the health protocols and carrying out plan implementation.

1. Please fill out information:

<b>SCHOOL/DISTRICT/PROGRAM INFORMATION</b>	
Name of School, District or Program	Mosier Community School
Key Contact Person for this Plan	Executive Director Dr. Richard (Dick) Best
Phone Number of this Person	708-751-2275
Email Address of this Person	bestr@nwasco.k12.or.us
Sectors and position titles of those who informed the plan	Dr. Dick Best, Executive Director/Principal Janet Carter, Assistant Principal/Dean of Students Susan Vallie, Executive Secretary Kathy Mahn, D21 SPED Teacher, assigned to MCS Peggy Wolf, D21 Reading Specialist, assigned to MCS Ryan Campbell, former 4th/5th Grade Teacher at MCS Nancy Malitz, 4th/5th Grade Teacher at MCS/MTA Representative Brittany Drewett, Mosier Middle School Math Teacher/MTA Representative Kacie Pugh, 2nd/3rd Grade Teacher at MCS Stephanie Kime, Office Secretary for MCS

	Jen Scotland, Mosier Middle School Science Teacher/MTA Representative Kate Cannon, MCS Kindergarten Teacher
Local public health office(s) or officers(s)	North Central Public Health District
Name of person Designated to Establish, Implement and Enforce Physical Distancing Requirements	Janet Carter, Assistant Principal/Dean of Students
Intended Effective Dates for this Plan	For the 2020-2021 School Year - Starting 8/31/2020
ESD Region	Columbia Gorge

2. 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.

Taking into consideration the diverse needs and perspectives of our students and families MCS gathered parent/guardian input through personal phone calls made by homeroom teachers and administration. Input was gathered regarding the successes and challenges with the distance learning from the last trimester of the 2019-20 school year, as well as feedback on preferences and comfort level for both in-person and distance learning for the 2020-21 school year. This information, along with staff interviews was utilized to inform planning for the upcoming school year.

Throughout the planning process MCS utilized an equity lens, keeping in mind the needs and challenges faced by our underserved populations who are disproportionately impacted by COVID-19.

**Friday, June 12, 2020** - All MCS Staff members were invited to participate in the first, of many to be scheduled, open dialogue Zoom Meetings regarding planning for the upcoming school year. This meeting was led by incoming Executive Director Dr. Dick Best. Eight employees attended; Support Staff, Teachers and the Assistant Principal participated.

**Friday, June 12, 2020** - The first meeting of a committee, made up of MCS teachers interested in assisting with the development of an online education plan for the school met. Incoming Executive Director Dr. Dick Best, Middle School Teacher Brittany Drewett and former Elementary Teacher Ryan Campbell were in attendance.

**Tuesday, June 16, 2020** - All MCS Staff members were invited to participate in a second open dialogue Zoom Meetings regarding planning for the upcoming school year. This meeting was led by incoming Executive Director Dr. Dick Best. Eleven employees attended; the MCS ELD Teacher, Support Staff, Teachers (Classroom and PE) and the Assistant Principal participated. Four of those attending had participated in the previous session offered.

**The week of June 15, 2020** - The incoming Executive Director solicited recommendations from staff, and Board Members, of those who they thought could be of assistance with making plans for a return to school by serving on a COVID Reentry Committee.

**The week of June 15, 2020** - The incoming Executive Director Dr. Dick Best met with staff (via phone), one on one, regarding the following, which he had asked them to consider. Participation was voluntary. 15 met with the incoming Executive Director.

Conversations were based around these Staff Survey Questions:

- My greatest hope for returning to work with students and colleagues is:
- My greatest concern for returning to work with students and colleagues is:
- What safety products, procedures or protocols could CGESD have in place that would help you feel safe?
- When you think about the changes in your work situation during our isolation in response to COVID, will you share with us your reflections on the following:
  1. What have you learned?
  2. What changes in the way you work would you like to keep the same?
  3. Is there anything you have questions about and/or want to learn more about?
- When you think about school starting at the end of the summer, what needs or questions do you have in the following areas?
  1. About your team and supervision and how you work together?
  2. About planning for the things you need to do to be successful in your role(s)?
  3. About how you will be successful in fulfilling your role(s)?
  4. Is there anything else you would like to share that would help us support you?

**Wednesday, June 24, 2020**

**The first meeting of the MCS COVID Reentry Team was held.**

Those Serving on this committee:

- Dr. Dick Best, incoming MCS Executive Director
- Kathy Mahn, D21 SPED Teacher, assigned to MCS
- Peggy Wolf, D21 Reading Specialist, assigned to MCS
- Ryan Campbell, 4th/5th Grade Teacher at MCS

- Nancy Malitz, 4th/5th Grade Teacher at MCS/MTA Representative
- Brittany Drewett, Mosier Middle School Math Teacher/MTA Representative
- Kacie Pugh, incoming 2nd/3rd Grade Teacher at MCS
- Stephanie Kime, Office Secretary for MCS
- Susan Vallie, Executive Secretary for MCS
- Janet Carter, Assistant Principal/Dean of Students for MCS
- Jen Scotland, Monsieur Middle School Science Teacher/MTA Representative
- Kate Cannon, MCS Kindergarten Teacher

Prior to the first meeting, the incoming Executive Director had a phone conversation with each regarding expectations of the committee..

**The Agenda for this first meeting:**

1. Review of current ODE Information
2. Identifying essential principles that will guide the work of the committee:
  - Addressing safety for students and staff.
  - Creating robust partnerships with parents
  - Impeccable communication
  - Providing a quality learning experience.
3. Review of a draft framework for reentry into school 2020-2021.
  - The draft proposed dividing students into A/B groups and conducting a hybrid model of education in the fall.
4. Setting up a meeting schedule and assignments for the following week.
  - Regularly scheduled meetings will take place on Tuesdays, from 10-11am. Ideally working committees will meet the hour prior.
  - Development of Working Committees:
    1. **Oversight Team**
      - Responsible for managing and directing the overall process.
      - Focused on the big picture
      - Ensuring that our guiding principles are reflected in our plans
    2. **Operations Team**
      - Responsible for dealing with the logistics and ensuring the health of students AND staff
      - Focused on procedures and protocols for how the school will operate.
      - Dealing with schedule, movement of students, room locations
    3. **Parent Communication Team**
      - Responsible for directing communication with parents
      - Completing the survey document to go out
      - Participating in connecting with parents directly
    4. **Academic Program Team**
      - Responsible for guiding the overall design for in-school and online learning
      - Identifying necessary professional learning for staff in implementing quality programs for scholars
      - Ensuring the quality of the instructional model in supporting the learning success of all scholars
      - Addressing the learning needs for all scholars, including those requiring additional help and support

**Wednesday, July 1, 2020**

**The second meeting of the MCS COVID Reentry Team was held.**

All Committee Members were present, with the exception of:

- Nancy Malitz
- Stephanie Kime

**The Agenda for this meeting:**

- Review of Update from ODE
- School for ALL proposal
- Primarily Online proposal
- District 21 Update
- Working Teams/Guidelines
- Parent Communication
- Next Steps

**Initial Working Team Assignments:**

- **Oversight/Operations (combined)** - Janet, Peggy, Stephanie, Brittany and Susan.
- **Parent Communication** - Brittany, Janet, Susan, Kate and Dick. MCS SPED Teacher Kathy Mahn and ELD Teacher Mareka Lawson, though not part of the reentry committee will be assisting with communication.
- **Academic Program** - Ryan, Kathy, Kate, Dick, Jen, Nancy and Kacie.

The Academic Program Committee and Oversight/Operations Committee both held Meetings immediately following the Reentry Committee meeting.

The Parent Communication Team will meet on Friday, July 3rd to develop questions for a Family Survey to be conducted the following week..

**The week of July 7th**

Teachers and Administration reached out to individual MCS family Members to gather information regarding successes and challenges of this past year, and to gather their thoughts regarding the upcoming year.

**Questions asked of each family, which was recorded on a spreadsheet for review:**

1. If their student had attended MCS in the spring, how they would describe the experience with the MCS online educational program.
2. After stressing how MCS would prioritize safety protocols, distancing, and emotional health of students for at school learning, and how there would be a prioritization of high quality and interactive learning for online education, information regarding the three education models MCS was exploring were shared. Families were then asked:
  - a. To identify which model they felt was the best fit for their student(s) and why.
  - b. If they preferred the same model for all MCS students in the household
  - c. What their concerns were regarding their model of choice.
  - d. What they considered would work well with their model of choice.

- e. What concerns do you have about the other models being presented?
- f. What it would take to make them feel safe/comfortable when sending their child back to school.
- g. If, on an MCS bus route, if they planned on their student(s) riding the bus in the morning and/or afternoon?
- h. If there were technology needs (hardware/internet) for the household to support student learning at home?

**The three models presented:**

- a) **Hybrid- A/B Model.** Students would come on campus two days a week and have comprehensive online learning the remaining three days a week. On-campus, they would be in cohorts and remain in one classroom while teachers rotate room to room to provide instruction.
- b) **Comprehensive Online-** A highly improved online educational model that would have a daily schedule, attendance, live lessons, pre-recorded lessons, and individual check-ins with families.
- c) **At School-** Students would come on campus every day, stay in one classroom with one core teacher for their cohort. K-5 will be live lessons only, 6-8 will have a combination of online and live lessons.

**Tuesday, July 7, 2020**

**The third meeting of the MCS COVID Reentry Team was held.**

All Committee Members were present.

**The Agenda for this Meeting:**

- Status of phone calls to parents
- Update from sub committees
- Update on D21's plans

The Academic Program Committee and Oversight/Operations Committee both held Meetings immediately following the Reentry Committee meeting.

**Tuesday, July 14, 2020**

**The fourth meeting of the MCS COVID Reentry Team was held.**

All Committee Members were present, with the exception of:

- Nancy Malitz
- Jen Scotland
- Ryan Campbell, who has resigned from MCS to accept another position.
- Kate Cannon

**The Agenda for this Meeting:**

- Parent Survey Data Summarization - Trends from Parent Calls
- Review of draft document for families/community regarding new school year
- Key issues for Logistics and Academic Program Teams  
With Ryan Campbell leaving MCS, Kacie Pugh will take over as the lead for google classroom exploration and training.

The Academic Program Committee and Oversight/Operations Committee both held Meetings immediately following the Reentry Committee meeting.

**On Monday, July 20**, a parent communication was sent outlining an initial plan for the upcoming school year. This communication was also posted on the MCS Website.

**Update from the MCS Executive Director regarding our plans for the upcoming 2020-21 School Year - July 20, 2020**

**Actualización del Director Ejecutivo de MCS con respecto a nuestros planes para el próximo año escolar 2020-21 - 20 de julio de 2020**

**Thursday, July 23, 2020**

**The fifth meeting of the MCS COVID Reentry Team was held.**

All Committee Members were present, with the exception of:

- Brittany Drewett

**The Agenda for this Meeting:**

- Review of Updates to the State Guidance for the upcoming school year
- Key issues for Logistics and Academic Program Teams

The Academic Program Committee and Oversight/Operations Committee did not hold individual meetings following this meeting.

**Tuesday, July 28, 2020**

**The sixth meeting of the MCS COVID Reentry Team was held.**

All Committee Members were present, with the exception of:

- Peggy Wolfe

**The Agenda for this Meeting:**

- Updates on our sponsoring district's Plans for fall reentry.
- Technology Plan Update.
- Key issues for Logistics and Academic Program Teams

The Academic Program Committee did not meet following this meeting. The Oversight/Operations Committee held a meeting immediately following the Reentry Committee meeting.

**On Friday, July 31st** a parent communication was sent outlining the most current plan for the upcoming school year. This communication was also posted on the MCS Website.

**Update from the MCS Executive Director regarding our plans for the upcoming 2020-21 School Year**

**Actualización del Director Ejecutivo de MCS con respecto a nuestros planes para el próximo año escolar 2020-21**

**The week of August 3rd, the Executive Director personally reached out to each MCS family to share the latest plans for Comprehensive Distance Learning for the Fall.**

**Wednesday, August 5, 2020**

**The seventh meeting of the MCS COVID Reentry Team was held.**

All Committee Members were present, with the exception of:

- Kate Cannon
- Jen Scotland

- Janet Carter

**The Agenda for this Meeting:**

- Key issues to be addressed with a move to Comprehensive Online instruction.

**On Monday, August 10th** a parent communication was sent outlining the most current plan for the upcoming school year. This communication was also posted on the MCS Website.

Update from the MCS Executive Director regarding our plans for the upcoming 2020-21 School Year

Actualización del Director Ejecutivo de MCS con respecto a nuestros planes para el próximo año escolar 2020-21

**Wednesday, August 12, 2020**

**The eighth meeting of the MCS COVID Reentry Team was held.**

All Committee Members were present, with the exception of:

- Nancy Malitz
- Stephanie Kime

**The Agenda for this Meeting:**

- Key issues to be addressed with a move to Comprehensive Online instruction, professional development for staff and training for students and families.

**Tuesday, August 18, 2020**

**The ninth meeting of the MCS COVID Reentry Team was held.**

All Committee Members were present, with the exception of:

- Jen Scotland
- Stephanie Kime
- Peggy Wolf
- Kacie Pugh

**The Agenda for this Meeting:**

- The continuation of addressing key issues to be addressed with a move to Comprehensive Online instruction, professional development for staff and training for students and families.

On Thursday, August 20, 2020 the Executive Director sent a parent communication outlining the start of the school year, and general schedule. This communication was also posted on the MCS Website

**MOSIER COMMUNITY SCHOOL SCHEDULE FOR THE BEGINNING OF THE 2020-21 SCHOOL YEAR**

**MOSIER COMMUNITY SCHOOL SCHEDULE PARA EL COMIENZO DEL AÑO ESCOLAR 2020-21**

On Wednesday, August 26, 2020 the Executive Director sent a parent communication with an updated start of the year schedule. This communication was also posted on the MCS Website.

**MOSIER COMMUNITY SCHOOL SCHEDULE FOR THE BEGINNING OF THE 2020-21 SCHOOL YEAR**

**MOSIER COMMUNITY SCHOOL SCHEDULE PARA EL COMIENZO DEL AÑO ESCOLAR 2020-21**

3. Indicate which instructional model will be used.

*Select One:*

**On-Site Learning**

**Hybrid Learning**

**Comprehensive Distance Learning as of 07/29/2020**

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 3-14 in the initial template) and [submit online](https://app.smartsheet.com/b/form/a4dedb5185d94966b1dfc75e4874c8a). (<https://app.smartsheet.com/b/form/a4dedb5185d94966b1dfc75e4874c8a>) by August 15, 2020 or prior to the beginning of the 2020-21 school year.

\* **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.*

*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.

MCS will be opening the 2020-21 school year in a Comprehensive Distance Learning format due to the current health metrics at the county and state level when compared to the required metrics for providing instruction at-school. The required metrics for in-school learning are: County Metrics- metrics must be met three weeks in a row: 1) COVID-19 case rate of at or less than 10 per 100,000 population in the preceding 7 days, 2) test positivity of at or less than 5% in the preceding 7 days, AND the following state metric must be met for three weeks in a row: test positivity rate of at or less than 5% in the preceding 7 days.

In examining our current county and state metrics, and for family and teacher planning purposes, like our sponsoring school district we will open in a Comprehensive Distance Learning Format until October 16th. MCS and the district will monitor the metrics and if we are able to open in-school instruction in a hybrid format we will transition. This will be communicated to families and staff so we are able to plan for the transition to in-school learning.

As we are permitted to provide in-school instruction due to allowable exceptions to the metric requirements, to the extent possible and when metrics allow, we will provide in-person instruction for kindergarten through grade three, and for specific groups of students based on needed educational, curricular and/or assessment supports. A hybrid model of education will also be evaluated for students in grades 4-8. This too, will be communicated to families and staff so we are able to plan for the transition for in-school learning.

[Complete after June 30, 2020 when Comprehensive Distance Learning Guidance is released by ODE.] Describe how your school's model aligns to the Comprehensive Distance Learning Guidance.

We have read the CDL guidance requirements.

Since we are currently assessing our parent/student need for a fully on-line instructional format, we are working closely with your sponsoring school district and the Columbia Gorge Education Service District to ensure we apply for any waivers required of us in order to provide Comprehensive Distance Learning.

A waiver may also be required to provide nutrition to our students during Comprehensive Distance Learning. In order to equitably provide meals for our students we may need a waiver to provide meals-to-go along our bus routes, as well as using other district school sites as distribution points.

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.

MCS will begin the 2020-21 school year on Monday, August 28th in Comprehensive Distance Learning until at least October 16th.

Comprehensive Distance Learning will include instruction each day of the school week with interaction between teacher and students daily, and allowing for student to student interaction, as well. State and county COVID metrics will be monitored to determine if we are on track to transition to Hybrid Learning as early as October 19th. Hybrid learning would involve a combination of in-school learning and distance learning in a safe environment. Classes would be divided into two groups, Group A and Group B. Group A would be in-school on Mondays and Thursdays and Groups B would be in-school on Tuesdays and Fridays. On the three days each week when students are not in-school, their learning will be in a distance format. Each student would receive 2 days of in-school instruction and 3 days of distance learning per week during a traditional 3 day week.

Along with our sponsoring school district, we will monitor the county COVID metrics to determine when we are able to allow some in-school instruction for targeted populations prioritized by the allowable exceptions in the metrics guidance from ODE. For example, if the county metrics threshold is met we may begin serving prioritized populations such as kindergarten through third graders, and limited at-school instruction based on needed educational, relational, curricular, instructional and/or assessment supports.

To prepare staff for Comprehensive Distance Learning we will provide additional training in Google Classroom, Google Meets, student engagement in a distance learning format, Remind, trauma informed practices, and curriculum alignment with prioritization of state standards.

We will also train staff in COVID protocols necessary for staff to be on-site, as well as for when we are preparing to bring students on-site. We will utilize our scheduled professional development days for on-going training around trauma, standards, differentiation for students needing accommodations such as students who experience disability and English language learners.

In response to parent/guardian feedback, we will streamline and standardize our instruction in the Comprehensive Distance Learning format. Our digital platform will be Google Classroom for kindergarten through grade eight. We will use a common format across grade levels to help

students and parents orient to the program. Before school begins we will allow time for teachers to connect with students and parents, orienting them to the platform and the expectations in the Comprehensive Distance Learning format.

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.*

# 1. Public Health Protocols

## 1a. COMMUNICABLE DISEASE MANAGEMENT PLAN FOR COVID-19

OHA/ODE Requirements	Hybrid/Onsite Plan
X Implement measures to limit the spreads of COVID-19 within the school setting.	MCS will adapt building specific protocols based on our sponsoring school district's <a href="#">Communicable Disease Management Plan Annex</a> .
X Update written Communicable Disease Management Plan to specifically address the prevention of the spread of COVID-19.	

X Designate a person at each school to establish, implement and enforce physical distancing requirements, consistent with this guidance and other guidance from OHA.

Janet Carter, Assistant Principal/Dean of Students at MCS will be the designated person to implement and enforce physical distancing requirements that are consistent with ODE and OHA guidance. This information will be shared electronically with staff and posted on site.

X 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.

See North Wasco County School District's [Communicable Disease Management Plan Annex](#).

X Process and procedures 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.

It will be the responsibility of the MCS Assistant Principal/Dean of Students to coordinate the training for all staff, and to ensure training for new hires will occur, and additional training takes place for all staff throughout the year, as needed.

X Protocol to notify the local public health authority ([LPHA Directory by County](#)) of any confirmed COVID-19 cases among students or staff.

MCS will defer to the North Wasco County School District's [Communicable Disease Management Plan Annex](#).

X Plans for systematic disinfection of classrooms, offices, bathrooms and activity areas.

X Process to report to the LPHA any cluster of any illness among staff or students.

MCS will refer to the North Wasco County School District's [Communicable Disease Management Plan Annex](#) for specific COVID related protocols.

X Protocol to Communicable Disease Management Plan rate with the LPHA recommendations and provide all logs and information in a timely manner.

Staff will greet students at assigned points of entry each morning. Students arriving after the start of the school day will be greeted by office staff.

X Protocol for screening students and staff for symptoms (see section 1f of the **Ready Schools, Safe Learners** guidance).

"Greeters" will do visual checks of all students, staff and visitors to campus. Checks can be done visually and/or with confirmation from a parent/caregiver/guardian. Greeters will do visual screening for the following COVID-19 symptoms: cough, fever (of greater than 100.4) or chills, shortness of breath, or difficulty breathing.

X Protocol to isolate any ill or exposed persons from physical contact with others.

Students displaying COVID-19 symptoms will be asked to return home or to report to the isolation room and sent home as soon as possible. They must remain home until 72 hours after fever is gone (without use of fever reducing medicine) and other symptoms are improving. Students and staff will be directed to stay home if they, or anyone in their homes or community living spaces, have COVID-19 symptoms.

X Protocol for communicating potential COVID-19 cases to the school community and other stakeholders (see section 1e of the **Ready Schools, Safe Learners** guidance).

In the event of a presumptive or confirmed COVID-19 case in school our Communicable Disease partners at county health will provide guidance as we lead response efforts. MCS will

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.

- 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.

X Required components of individual daily student/cohort logs include:

- Child's name
- Drop off/pick up time
- Parent/guardian name and emergency contact information
- All staff (including itinerant staff, substitutes, and guest teachers) names and phone numbers who interact with a stable cohort or individual student

X Protocol to record/keep daily logs to be used for contact tracing for a minimum of four weeks to assist the LPHA as needed.

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.

Protocol to respond to potential outbreaks (see section 3 of the **Ready Schools, Safe Learners** guidance).

follow our sponsoring district's COVID-19 **Communication Plan Annex** for Exposure or Case.

**Guidance will be provided in Appendix F of D21's Communicable Disease Management Plan Annex**

**Guidance will be provided in Appendix G of D21's Communicable Disease Management Plan Annex**

MCS families will be notified in a timely manner by letters/emails. MCS families will be provided in English and Spanish or other requested formats to ensure accessibility.

MCS will follow ODE guidance and maintain individual and cohort information via a Cohort Daily Log. The log will be stored in the main office for four weeks. MCS is exploring the option of a Daily Log system that may be tied to the PowerSchool System.

*Sample Cohort Daily Log -*  
[https://docs.google.com/document/d/1XKN\\_U4s6\\_A7pMBppcvPBLXjhZJdusl79/edit](https://docs.google.com/document/d/1XKN_U4s6_A7pMBppcvPBLXjhZJdusl79/edit)

MCS will provide the local health authority with daily cohort logs and other information necessary to expedite contact tracing in the event of a possible closure.

## 1b. HIGH-RISK POPULATIONS

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>X Serve students in high-risk population(s) whether learning is happening through On-Site, Hybrid (partially On-Site and partially Comprehensive Distance Learning models), or Comprehensive Distance Learning models.</p> <p><b>Medically Fragile, Complex and Nursing-Dependent Student Requirements</b></p> <p>X All districts must account for students who have health conditions that require additional nursing services. Oregon law (<a href="#">ORS 336.201</a>) defines three levels of severity related to required nursing services:</p> <ol style="list-style-type: none"> <li>1. Medically Complex: Are students who may have an unstable health condition and who may require daily professional nursing services.</li> <li>2. Medically Fragile: Are students who may have a life-threatening health condition and who may require immediate professional nursing services.</li> <li>3. Nursing-Dependent: Are students who have an unstable or life-threatening health condition and who require daily, direct, and continuous professional nursing services.</li> </ol>	<p>MCS will adapt building specific protocols based on our sponsoring school district's <a href="#">Communicable Disease Management Plan and Health Annexes</a>.</p> <p>All MCS staff and students will be given the opportunity to self-identify as in the high-risk population and/or living with a family member who is in the high-risk population.</p> <p>STAFF - MCS Staff members may be assigned to on-line instructional support, work tasks without in-person contact, (i.e., maintenance projects, office work), or provided leave options.</p> <p>STUDENTS - All MCS students identified as vulnerable, either by a physician, or parent/guardian notification, may be enrolled in online instruction.</p> <ul style="list-style-type: none"> <li>● MCS Students who experience disability will continue to receive specially designed instruction.</li> <li>● MCS Students with language services will continue to receive English Language Development.</li> </ul>

X 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:

- 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.
- Work with an interdisciplinary team to meet requirements of ADA and FAPE.
- High-risk individuals may meet criteria for exclusion during a local health crisis.
- Refer to updated state and national guidance and resources such as:
  - US 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 district's to

VISITORS/VOLUNTEERS - Visitors/Volunteers will be unable to work in MCS, or complete other volunteer activities that require in person interaction, at this time.

Initially adults in the school will be limited to essential personnel only.

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
<p>X 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.</p> <p>X Support physical distancing in all daily activities and instruction, striving to maintain at least six feet between individuals.</p> <p>X 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.</p> <p>X Schedule modifications to limit the number of students in the building (e.g., rotating groups by days or location, staggered schedules to avoid hallway crowding and gathering).</p> <p>X Plan for students who will need additional support in learning how to maintain physical distancing requirements. Provide instruction; don't employ punitive discipline.</p>	<p>MCS will adapt building specific protocols based on our sponsoring school district's <a href="#">Communicable Disease Management Plan Annexes</a>..</p> <p><b>Overall:</b></p> <ul style="list-style-type: none"> <li>● All extra furniture will be removed from the classrooms to make room.</li> <li>● Any fabric-covered furniture, pillows, etc. will be removed.</li> <li>● Classrooms will be assigned to maximize physical distancing and minimize physical interaction.</li> </ul> <p><b>Additional Considerations:</b></p> <ul style="list-style-type: none"> <li>● Special Education Services will be planned and provided by District Staff, in collaboration with MCS Staff Members.</li> <li>● A designated space at MCS will be available for specialists who are part of a student's Special Education Plan.</li> </ul> <p>MCS will establish a minimum of 35 square feet per person when determining room capacity (calculations made with usable space).</p> <p>MCS will strive to maintain six feet of space between individuals while supporting physical distancing in all daily activities and instruction.</p> <p>Steps will be taken to minimize the time standing in lines and to ensure that six feet of distance between students is used when forming lines, to include marking spacing on the floor, one-way traffic flow in constrained spaces, etc.</p> <p>When possible, MCS will establish cohorts of students using the same classrooms with the same teachers each day.</p> <p>MCS will make efforts to restrict interaction between student cohorts; e.g. access to restrooms, activities, common areas, transitions.</p> <p>MCS will make accommodations for students who will need additional support in learning how to maintain physical distancing requirements by providing instruction; rather than employing punitive discipline.</p>

	<p>MCS has measured all classrooms, offices and common areas and will limit capacity to allow for 35 sq./ft. per person. MCS will post occupancy limits on classrooms, offices and common areas. <i>Sample Occupancy signage</i> - <a href="https://drive.google.com/drive/u/3/folders/121UyVYXINb2bCQRvfl-4-rorfM-tJ6YS">https://drive.google.com/drive/u/3/folders/121UyVYXINb2bCQRvfl-4-rorfM-tJ6YS</a>.</p>
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### 1d. COHORTING

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>X Where feasible, establish stable cohorts: groups should 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"> <li>· The smaller the cohort, the less risk of spreading disease. As cohort groups increase in size, the risk of spreading disease increases.</li> </ul> <p>X Each school must have a system for daily logs to ensure contact tracing among the cohort (see section 1a of the <b>Ready Schools, Safe Learners</b> guidance).</p> <p>X Minimize interaction between students in different stable cohorts (e.g., access to restrooms, activities, common areas). <b>Provide access to All Gender/Gender Neutral restrooms.</b></p> <p>X Cleaning and wiping surfaces (e.g., desks, door handles, etc.) must be maintained between multiple student uses, even in the same cohort.</p> <p>X Design cohorts such that all students (including those protected under ADA and IDEA) maintain access to general education, grade level learning standards, and peers.</p>	<p><b>Seating:</b> Student desks/tables will be arranged to allow ample spacing. Students will have assigned seating so students are in the same seat at all times.</p> <p><b>Visual Aids:</b> Each class and hallway will have visual aids (e.g., cones, painter's tape, stickers, etc.) to illustrate traffic flow, appropriate spacing, assigned seating areas.</p> <p><b>Materials:</b> Each classroom will limit sharing of community supplies when possible (e.g., scissors, pencils, etc.). If needed to share, these items will be cleaned frequently. Hand sanitizer and tissues will be available for use by students and staff.</p> <p><b>Furniture:</b> All upholstered furniture and soft seating has been removed from the school building.</p> <p><b>Classroom Procedures:</b> Will vary depending on the grade level.</p> <p><b>Environment:</b> When possible, windows and doors will be open to allow for ventilation.</p>

<p>X Staff who interact with multiple stable cohorts must wash/sanitize their hands between interactions with different stable cohorts.</p>	
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**1e. PUBLIC HEALTH COMMUNICATION**

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>x Develop a letter or communication to staff to be shared 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> <ul style="list-style-type: none"> <li>· Consider sharing school protocols themselves.</li> </ul>	<p>MCS will adapt building specific protocols based on our sponsoring school district's <b>Communication Annex</b></p>
<p>X Provide all information in languages and formats accessible to the school community.</p>	

**1f. ENTRY AND SCREENING**

OHA/ODE Requirements	Hybrid/Onsite Plan
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X Direct students and staff to stay home if they, or anyone in their homes or community living spaces, have COVID-19 symptoms. COVID-19 symptoms are as follows:

- Primary symptoms of concern: cough, fever or chills, shortness of breath, or difficulty breathing.
- Note that muscle pain, headache, sore throat, new loss of taste or smell, diarrhea, nausea, vomiting, nasal congestion, and runny nose are also symptoms often associated with COVID-19, but are not enough in isolation to deny entry. More information about COVID-19 symptoms is available [from CDC](#).
- Emergency signs that require immediate medical attention:
  - Trouble breathing
  - Persistent pain or pressure in the chest
  - New confusion or inability to awaken
  - Bluish lips or face
  - Other severe symptoms

X Screen all students and staff for symptoms on entry to bus/school every day. This can be done visually and/or with confirmation from a parent/caregiver/guardian.

- 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.
- They must remain home until 72 hours after fever is gone (without use of fever reducing medicine) and other symptoms are improving.

X 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 within the preceding 14 calendar days.

The exterior doors of the school buildings will remain locked at all times. Only staff, students and essential personnel will be admitted. Signage explaining this, and how someone may contact the office, will be posted.

Deliveries for the school will only be accepted via the backstage door in the gym. Items will be left on the stage for distribution. Specific directions regarding this will be communicated to vendors.

Upon entry to the any MCS School Building/and or room, everyone will be expected to wash hands with soap and water for 20 seconds or use an alcohol-based hand sanitizer with 60-95% alcohol.

#### Screening Students:

All classes and staff will enter the building through designated outside doors; the classroom teacher will conduct a visual screen for the appearance of symptoms. When the screening indicates that a student may be symptomatic, the student will be directed to the office.

Handwashing stations or hand-sanitizers will be placed by each entrance prior to student entrance to classes, and/or students will utilize classroom stations to wash hands.

There are transportation specific screening protocols that must be followed. See section 2i for more information.

#### Screening Staff:

Staff will be provided with a list of symptoms and self-screen prior to arrival at school.

Staff who have symptoms compatible with COVID-19 should remain home and report their illness symptoms to the Executive Director.

<p>X Staff or students with a chronic or baseline cough that has worsened or is not well-controlled with medication should 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.</p> <p>X 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>	<p>Staff will be required to report to the Executive Director when they may have been exposed to COVID-19.</p> <p>Staff who become ill at school shall immediately report to the Executive Director (or designee) and should be dismissed to home if symptoms are excludable.</p> <p><b>Ongoing:</b></p> <p>Weekly Note: Reminders to parents to report actual symptoms when calling students sick as part of communicable disease surveillance.</p> <p>Any student or staff known to have been exposed (e.g., by a household member) to COVID-19 shall not be allowed on campus until the passage of 14 calendar days after exposure and until symptoms (e.g., fever (of greater than 100.4), cough, shortness of breath, sore throat, headache) are improving.</p> <p><i>MCS will not exclude staff or students who have a cough that is not a new onset or worsening cough (e.g., asthma, allergies, etc.) from school.</i></p> <p>In addition to COVID-19 symptoms, students and staff will be excluded from school for signs of other infectious diseases, per existing school policy and protocols</p> <p>Parents/guardians shall provide information regarding existing conditions that cause coughing to be utilized for the purpose of screening, as previously existing coughs that are not worsening are not considered symptomatic of COVID-19.</p> <p>MCS will maximize video and telephone meetings between parents/guardians for conferences and other meetings with MCS staff.</p>
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**1g. VISITORS/VOLUNTEERS**

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>X Restrict non-essential visitors. Only allow visitors if six feet of physical distance between all people can be maintained.</p>	<p>Visitors/Volunteers will be unable to work in schools, or complete other volunteer activities that require in person interaction, at this time. Adults in schools are limited to essential personnel only.</p>
<p>X Visitors must wash or sanitize their hands upon entry and exit.</p>	<p>Volunteers will be encouraged to support teaching and learning by performing projects at home or other locations.</p>
<p>X Visitors must wear face coverings in accordance with local public health authority and <a href="#">CDC</a> guidelines.</p>	<p>Volunteers will be encouraged to pick up/return materials for requested classroom or office projects outside of the schools main entry.</p>
<p>X Screen all visitors for symptoms upon every entry. Restrict from school property any visitor known to have been exposed to COVID-19 within the preceding 14 calendar days.</p>	<p>Non school personnel will schedule work outside student contact hours.</p>

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>X Face coverings or face shields for:</p> <ul style="list-style-type: none"> <li>· Staff who are regularly within six feet of students and/or staff <ul style="list-style-type: none"> <li>○ This can include staff who support personal care, feeding, or instruction requiring direct physical contact.</li> <li>○ Staff who will sustain close contact and interactions with students.</li> </ul> </li> <li>· Bus drivers. (N/A)</li> <li>· Staff preparing and/or serving meals.</li> </ul>	<p>MCS will adapt building specific protocols based on our sponsoring school district's <a href="#">Communicable Disease Management Plan</a>.</p> <p><b><i>This is as of 7/24 -</i></b>  Face coverings or face shields for all staff, contractors, other service providers, or visitors or volunteers following the <a href="#">CDC guidelines for Face Coverings</a>.</p> <p>MCS will ensure that students have access to usable face coverings.</p> <p>Clear plastic face shields may be preferred in some instances.</p>

<p>X Face shields or clear plastic barriers for:</p> <ul style="list-style-type: none"> <li>· Speech Language Pathologists, Speech Language Pathology Assistants, or other adults providing articulation therapy.</li> <li>· Front office staff.</li> </ul> <p>X Face masks for school RNs or other medical personnel when providing direct contact care and monitoring of staff/students displaying symptoms. School nurses should also wear appropriate Personal Protective Equipment (PPE) for their role.</p> <p>X <b>Students who choose not to wear face coverings must be provided access to instruction.</b></p> <p>X <b>ADA accommodations:</b> If a staff member requires an accommodation for the face covering or face shield requirements, districts and schools should work to limit the staff member's proximity to students and staff to the extent possible to minimize the possibility of exposure.</p>	<p>If a staff member or student requires an accommodation for the face covering/Shield requirements MCS will work to limit the staff or student's proximity to others to the extent possible to minimize the possibility of exposure.</p> <p>MCS will provide staff, students and families regular reminders regarding face covering prodacalls.</p>
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**1i. ISOLATION MEASURES**

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>X Protocols for surveillance COVID-19 testing of students and staff, as well as exclusion and isolation protocols 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>MCS will Defer to the District <u>Communicable Disease Management Plan</u> for appropriate isolation determination and processes.</p>

X Protocols for assessment of students, as well as exclusion and isolation protocols for sick students and staff identified at the time of arrival or during the school day.

- Work with school nurses, health care providers, or other staff with expertise to determine necessary modifications to areas where staff/students will be isolated.

- 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.

X Students and staff who report or develop symptoms must be isolated in a designated isolation area in the school, with adequate space and staff supervision and symptom monitoring by a school nurse, other school-based health care provider or school staff until they are able to go home. Anyone providing supervision and symptom monitoring must wear appropriate face covering or face shields.

X Establish procedures for safely transporting anyone who is sick to their home or to a health care facility.

The MCS Assistant Principal/Dean of Students (or designee) will connect weekly with the District Assigned School Nurse on updates for plan and isolation measures taken to that point.

All MCS students who become ill at school with excludable symptoms will remain at school, in the designated isolation area, supervised by staff until parents can pick them up on the front steps of the school. Students will wear/be provided a facial covering (if they can safely wear one). Staff should wear a facial covering and maintain physical distancing, but never leave a child unattended.

While exercising caution to maintain (ensure) safety is appropriate when working with children exhibiting symptoms, it is also critical that staff maintain sufficient composure and disposition so as not to unduly worry a student or family.

Staff will maintain student confidentiality as appropriate.

Daily logs will be maintained containing the following:

- Name of students sent home for illness, cause of illness, time of onset, as per designated communicable disease surveillance logs; and
- Name of students visiting the office for illness symptoms, even if not sent home, as per routine health logs

MCS Staff and students with known or suspected COVID-19 cannot remain at school and should return only after their symptoms resolve and they are physically ready to return to school. In no case can they return before:

- the passage of 14 calendar days after exposure; and
- no symptoms have been resolved for 72 hours without the use of anti-fever medications.

X 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.

- Symptomatic staff or students should seek COVID-19 testing from their regular physician or through the local public health authority.

- If they have a positive COVID-19 viral (PCR) test result, the person should remain home for at least 10 days after illness onset and 72 hours after fever is gone, without use of fever reducing medicine, and other symptoms are improving.

- Alternatively, a person who had a positive viral test may return to school when they have received two subsequent negative COVID-19 viral tests at least 24 hours apart and 72 hours have passed since fever is gone, without use of fever reducing medicine, and other symptoms are improving

- If they have a negative COVID-19 viral test (and if they have multiple tests, all tests are negative), they should remain home until 72 hours after fever is gone, without use of fever reducing medicine, and other symptoms are improving.

- If they do not undergo COVID-19 testing, the person should remain home until 72 hours after fever is gone, without use of fever reducing medicine, and other symptoms are improving.

<p>X 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).</p>	
<p>X Record and monitor the students and staff being isolated or sent home for the LPHA review.</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 higher risk activities (see section 5f of the **Ready Schools, Safe Learners** guidance).

### 2a. ENROLLMENT

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>X Enroll all students following the standard Oregon Department of Education guidelines.</p> <p>X Do not disenroll students for non-attendance if they meet the following conditions:</p> <ul style="list-style-type: none"> <li>· Are identified as high-risk, or otherwise considered to be part of a population vulnerable to infection with COVID-19, or</li> <li>· Have COVID-19 symptoms for 10 consecutive school days or longer.</li> </ul>	<p style="color: red;">All students will be enrolled following the <a href="#">Oregon Department of Education guidelines</a>.</p> <p style="color: red;">No student will be dropped for non-attendance if they meet the following conditions:</p> <ol style="list-style-type: none"> <li>1. Are identified as vulnerable, or otherwise considered to be part of a population vulnerable to infection with COVID-19</li> <li>2. Have COVID-19 symptoms for the past 14 days.</li> </ol>

<p>X Design attendance policies to account for students who do not attend in-person due to student or family health and safety concerns.</p>	
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**2b. ATTENDANCE**

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>X <b>On-Site school students:</b> Full-time and part-time students follow normal reporting policy and procedures.</p>	<p>Attendance will be taken following <b>ODE guidance.</b></p>

X **Full-Time Online and/or Hybrid school**

**students:** Full-time students who are enrolled in school and taking online and/or hybrid courses only are reported on an FTE basis using a standard record (ADMProgTypCd = 01) as identified in the Oregon Cumulative Average Daily Membership (ADM) Manual. This is an existing policy previously used in the online setting. As such, there should not be any need to reprogram student information systems to accommodate for this change and the addition of the hybrid setting.

- Note: Because the students in the online and/or hybrid setting do not regularly attend classes at the district facilities, the standard procedures for recording student days present and days absent cannot be effectively applied to those students. This will reduce accuracy of attendance data for the state while this is in effect.

- For the purposes of this section, please use the following definition and clarification: **Online and/or Hybrid Check-in:** The responsibility of taking attendance must be performed by the teacher of record. "Check-ins" with appropriately licensed instructional staff are two-way communications between the student and the teacher. A check-in does not include a student leaving a message on an answering machine or sending an email that does not receive a response from the appropriately licensed instructional staff by the end of the next school day.

- The student must check-in **at least** twice a week with their teacher(s) of record on **at least** two separate weekdays in order to be counted as present for all five days of that week.

- If the student only checks in once during the week, the student must be counted as absent for half of the scheduled week (2.5 days, if there are 5 days scheduled in the week).

- The student must be counted as absent for the entire week (5 days, if there are 5 days scheduled in the week) if they do not report in at all during the week.

- Note: If a district schedule is based on a 4-day school week, the student would still need to check in twice a week as described above in order to be counted as present for the entire week (4

- Attendance policies and plans will encourage staff and students to stay home if someone in their house is sick.

- Teachers will notify the Assistant Principal/Dean of Students when the absence rate has increased by 20% or more.

- The Assistant Principal/Dean of Students will report this increase to the proper person, as outlined in the Public Health Protocols.

days) and once a week to be counted as present for half of the week (2 days).

- Days in attendance may not be claimed for days in which the student did not have access to appropriately licensed instructional staff. The purpose of the rule regarding checking in with the teacher of record is to assure that the teacher can evaluate whether the student is making adequate progress in the course and the student has additional guaranteed opportunities to engage with a teacher. The responsibility of taking attendance must be performed by the teacher of record, not another staff member (e.g., the registrar or school secretary).

<p>X <b>Part-time students receiving online and/or hybrid instruction (not college courses):</b>  Students who are not enrolled full-time and are taking online and/or hybrid courses offered by the school district or charter school are reported as large group instruction (program type 4), unless they are an ESD-registered homeschooled or private school student receiving supplemental coursework in public school, which are reported as shared time (program type 9). The district may count up to 1 hour per day per course taken, provided appropriately licensed teachers for the coursework taken, are available and accessible to the student during regular business hours on each school day to be claimed. Because this is online and/or hybrid instruction, attendance is based on check-ins with the student's appropriately licensed teacher(s) of record at least two times (on different days) during the school week.</p>	
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**2c. TECHNOLOGY**

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>X Update procedures for district-owned devices to match cleaning requirements (see section 2d of the <b>Ready Schools, Safe Learners</b> guidance).</p> <p>X Procedures for return, inventory, updating, and redistributing district-owned devices must meet physical distancing requirements.</p>	<p>MCS will adapt building specific protocols based on our sponsoring school district's <a href="#">Continuity of Operations Annex</a>.</p> <p>MCS staff will clean and sanitize each device brought in for updates, repair, return, inventory, or redistribution</p> <p>MCS will continue Google Classroom work to facilitate continuous learning experiences that occur on-site and in a distance learning setting (off-site); include options for digital learning and provision for non digital distance learning where internet and computers will not be available.</p> <p>MCS will maintain family information about the numbers, types, and condition of devices used in their homes to support remote learning.</p> <p>MCS will regularly update and share the list of all the software and student-facing technology solutions with families.</p>

	<p>MCS will plan for adequate technology at home for off-site working, teaching, and learning.</p> <p>MCS will review technology policies and data privacy policies and will update as appropriate.</p> <p>MCS will establish a family and educator technical support/help desk to support the use of technology.</p>
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**2d. SCHOOL SPECIFIC FUNCTIONS/FACILITY FEATURES**

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>X <b>Handwashing:</b> All people on campus should be advised and encouraged to wash their hands frequently.</p>	<p>MCS will adapt building specific protocols based on our sponsoring school district's <a href="#">Communicable Disease Management Plan Annex</a>.</p>
<p>X <b>Equipment:</b> Develop and use sanitizing protocols for all equipment used by more than one individual or purchase equipment for individual use.</p>	<p><b>Hand Washing:</b> MCS will provide age appropriate hand washing education, define appropriate times to wash hands, and provide hand sanitizer when hand washing is not available.</p>
<p>X <b>Events:</b> 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.</p>	<p><b>Equipment:</b> All classroom supplies and PE/Recess equipment will be cleaned and sanitized before use by another student or cohort group.</p>
<p>X <b>Transitions/Hallways:</b> Limit transitions to the extent possible. Create hallway procedures to promote physical distancing and minimize gatherings.</p>	<p><b>Safety Drills:</b> During fire drills (and all other safety drills), all cohort classes will be physically distanced during exit, recovery, and reentry procedures.</p>
<p>X <b>Personal Property:</b> Establish policies for personal property being brought to school (e.g., refillable water bottles, school supplies, headphones/earbuds, cell phones, books, instruments, etc.). If personal items are brought to school, they must be labeled prior to entering school and use should be limited to the item owner.</p>	<p><b>Events:</b> Field trips will be designed virtually for the school year. All assemblies, athletic events, practices, special performances, schoolwide parent meetings and other large gatherings will be cancelled or held in a virtual format.</p> <p><b>Transitions/Hallways:</b> Hallway traffic direction marked to show travel flow.</p> <p><b>Classroom line up:</b> MCS students line up in cohort classes outside and/or in the gym in designated areas, keeping more than 6 feet between cohort groups. Line up areas are to be</p>

	<p>marked with visual cues to indicate adequate physical distance.</p> <p><b>Personal Property:</b> Each classroom will have a limit on the number of personal items brought in to school.</p> <p>A full list will be sent home prior to class starting with allowable items (e.g., refillable water bottles, school supplies, headphones/earbuds, etc.). If personal items are brought to school, they must be labeled prior to entering school and not shared with other students.</p> <p><b>Restrooms:</b> Each cohort will have designated restroom schedules alleviating waiting and large groups. The restrooms will be cleaned multiple times throughout the day.</p>
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**2e. ARRIVAL AND DISMISSAL**

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>X Physical distancing, stable cohorts, square footage, and cleaning requirements must be maintained during arrival and dismissal procedures.</p>	<p>MCS will adapt building specific protocols based on our sponsoring school district's Continuity of Operations and Communication Annexes.</p>
<p>X Create schedule(s) and communicate staggered arrival and/or dismissal times.</p>	<p>MCS Students will have staggered/staged drop-off and pick-up times/locations by cohort/ grade level.</p> <p>Classes will enter through designated exterior doors.</p>
<p>X Assign students or cohorts to an entrance; assign staff member(s) to conduct visual screenings (see section 1f of the <b>Ready Schools, Safe Learners</b> guidance).</p>	<p>Each teacher will use a sign-in/sign-out protocol to help facilitate contact tracing.</p> <p>MCS Staff will fill in the information and not allow a shared pen/paper.</p>
<p>X Develop sign-in/sign-out protocol to help facilitate contact tracing:</p> <ul style="list-style-type: none"> <li>· Eliminate shared pen and paper sign-in/sign-out sheets.</li> <li>· Ensure hand sanitizer is available if signing children in or out on an electronic device.</li> </ul>	<p>Hand sanitizer will be available at reception to use in conjunction with arrival/dismissal and sign-in/sign-out.</p> <p>Handwashing stations or hand sanitizer dispensers will be placed near all entry doors and other high-traffic areas.</p>

<p>X Install hand sanitizer dispensers near all entry doors and other high-traffic areas.</p>	<p>MCS will share with families the need to keep drop-off/pick-up interactions as brief as possible.</p>
<p>X Establish and clearly communicate procedures for keeping caregiver drop-off/pick-up as brief as possible.</p>	<p>MCS will mark specific areas and designate one-way traffic flow for transitions of traffic for vehicles and on-foot.</p>

## 2f. CLASSROOMS/REPURPOSED LEARNING SPACES

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>X <b>Seating:</b> Rearrange student desks and other seat spaces to at least six feet apart; assign seating so students are in the same seat at all times.</p> <p>X <b>Materials:</b> 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.</p> <p>X <b>Handwashing:</b> Remind students through signage and regular 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 should be disposed of and hands washed or sanitized immediately.</p> <ul style="list-style-type: none"> <li>· Wash hands with soap and water for 20 seconds or use an alcohol-based hand sanitizer with 60-95% alcohol.</li> </ul>	<p>MCS will adapt building specific protocols based on our sponsoring school district's <b>Communicable Disease Management Plan Annex</b>.</p> <p><b>Seating:</b> MCS will rearrange student desks and tables to at least six feet apart; assign seating so students are in the same seat at all times.</p> <p><b>Materials:</b> Each classroom will limit sharing of community supplies when possible (e.g., scissors, pencils, etc.). If needed to share, these items will be cleaned frequently. Hand sanitizer and tissues will be available for use by students and staff.</p> <p><b>Hand Washing:</b> MCS will post age appropriate signage and provide regular reminders for hand washing.</p> <p><b>Furniture:</b> All upholstered furniture and soft seating has been removed from the school building.</p> <p><b>Classroom Procedures:</b> All classes will use an assigned cubby or storage spaces for individual student belongings.</p> <p><b>Seating:</b> Each class and hallway will have visual aids (e.g., painter's tape, stickers, etc.) to illustrate traffic flow, appropriate spacing, assigned seating areas.</p> <p><b>Environment:</b> When possible, windows will be open in the classroom before students arrive and after students leave. Each classroom will hold</p>

	<p>classes outside when possible and encourage students to spread out.</p> <p><b>Respiratory Etiquette:</b> School staff will consistently teach and reinforce the need for ongoing respiratory etiquette. Students will be instructed to cover coughs and sneezes with an elbow or a tissue. Tissues should be disposed of and hands washed or sanitized immediately.</p>
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**2g. PLAYGROUNDS, FIELDS, RECESS, AND BREAKS**

OHA/ODE Requirements	Hybrid/Onsite Plan
X Keep school playgrounds closed to the general public until park playground equipment and benches reopen in the community (see Oregon Health Authority’s <a href="#">Specific Guidance for Outdoor Recreation Organizations</a> ).	<p>MCS will adapt building specific protocols based on our sponsoring school district’s <a href="#">Communicable Disease Management Plan Annex</a>.</p> <p>Classes may use the playground for recess on a staggered schedule throughout the school day.</p>
X Students must wash hands before and after using playground equipment.	Each elementary classroom will be provided with a “ball Bag”. This bag will contain class specific balls, jump ropes, etc. which may be used during recess. “Ball Bags” are not to be shared with other classes.
X Designate playground and shared equipment solely for the use of one cohort at a time. Disinfect between sessions and between each group’s use.	All playground equipment will be disinfected daily and in between each cohort group.
X Cleaning requirements must be maintained (see section 2j of the <b>Ready Schools, Safe Learners</b> guidance).	Students must wash hands, or use hand sanitizer, before and after using playground equipment.
X Maintain physical distancing requirements, stable cohorts, and square footage requirements.	During inclement weather, classes may use the gymnasium for recess if/when available. If the gymnasium is not available, students can have recess in their classroom.
X Provide signage and restrict access to outdoor equipment (including sports equipment, etc.).	Cleaning requirements must be maintained; refer to section 3j.
X Design recess activities that allow for physical distancing and maintenance of stable cohorts.	Recess activities will be planned to support physical distancing and maintain stable cohorts. This can include limiting the number of students on one piece of equipment, at one game, etc. Given the lessened

<p>X Clean all outdoor equipment between cohorts.</p>	<p>capacity for equipment use due to cohorting and physical distancing requirements, teachers will need to set expectations for shared use of equipment by students and may need to support students with schedules for when specific equipment can be used.</p> <p>Lunch break activities will be planned to support physical distancing and maintain stable cohorts. This can include limiting the number of cohorts in one area, at one game, etc.</p> <p>MCS Staff will need to set expectations for shared use of equipment by students and may need to support students with schedules for when specific equipment can be used.</p>
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**2h. MEAL SERVICE/NUTRITION**

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>x Include meal services/nutrition staff in planning for school reentry.</p>	<p>MCS will adapt building specific protocols based on our sponsoring school district's <b>Communicable Disease Management Plan</b>.</p>
<p>x Staff serving meals must wear face shields or face covering (see section 1h of the <b>Ready Schools, Safe Learners</b> guidance).</p>	<p>Students <u>may</u> pick up food in the cafeteria and return to their classrooms to eat. Physical distancing requirements must be maintained in transit.</p>
<p>x Students must wash hands before meals and should be encouraged to do so after.</p>	<p><u>Generally</u> cafeteria staff will deliver meals to individual classrooms.</p>
<p>x Appropriate daily cleaning of meal items (e.g., plates, utensils, transport items) in classrooms where meals are consumed.</p>	<p>All meals will be eaten in the classroom. All students must wash hands prior to meals. If possible, students will wash hands in the classroom. If not, they will follow outline hallway and restroom procedures or use hand sanitizer..</p>
<p>x Cleaning and sanitizing of meal touch-points and meal counting system between stable cohorts.</p>	<p>Students will not share utensils or other items during meals. Each table/desk will be cleaned prior to meals being consumed.</p>
<p>x Adequate cleaning of tables between meal periods.</p>	

**2i. TRANSPORTATION**

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>X Include transportation departments (and associated contracted providers, if used) in planning for return to service.</p> <p>X 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 <b>Ready Schools, Safe Learners</b> guidance).</p> <p>X Develop protocol for loading/unloading that includes visual screening for students exhibiting symptoms and logs for contact-tracing.</p> <ul style="list-style-type: none"> <li>· If a student displays symptoms, provide a face shield or face covering and keep student at least six feet away from others. Continue transporting the student. <ul style="list-style-type: none"> <li>○ If arriving at school, notify staff to begin isolation measures.</li> <li>○ If transporting for dismissal and the student displays an onset of symptoms, notify the school.</li> </ul> </li> </ul> <p>X 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>X Drivers wear face shields or face coverings.</p> <p>X 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>MCS will adapt building specific protocols based on our sponsoring school district's <b>Transportation plan/requirements</b>, and <b>Communicable Disease Management Plan Annexes</b>.</p> <p>When unloading and loading the buses at MCS social distancing guidelines will be adhered to.</p> <p>In Addition to District Wide communication regarding transportation guidelines MCS will also provide information, and reminders on a regular basis to school families.</p> <p>N/A</p>

**2j. CLEANING, DISINFECTION, AND VENTILATION**

OHA/ODE Requirements	Hybrid/Onsite Plan
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<ul style="list-style-type: none"> <li>X Clean, sanitize, and disinfect frequently touched surfaces (e.g., playground equipment, 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 (<a href="#">CDC guidance</a>) environments, including classrooms, cafeteria settings, restrooms, and playgrounds.</li>   <li>X Apply disinfectants safely and correctly following labeling direction as specified by the manufacturer. Keep these products away from students.</li>   <li>X Operate ventilation systems properly and/or increase circulation of outdoor air as much as possible by opening windows and doors, using fans, and through other methods. 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. For example, do not use fans if doors and windows are closed and the fans are recirculating the classroom air.</li>   <li>X Consider the need for increased ventilation in areas where students with special health care needs receive medication or treatments.</li>   <li>X Facilities should be cleaned and disinfected at least daily to prevent transmission of the virus from surfaces (see <a href="#">CDC's guidance on disinfecting public spaces</a>).</li>   <li>X Air circulation and filtration are helpful factors in reducing airborne viruses. Consider modification or enhancement of building ventilation where feasible (see <a href="#">CDC's guidance on ventilation and filtration</a> and <a href="#">American Society of Heating, Refrigerating, and Air-Conditioning Engineers' guidance</a>).</li> </ul>	<p>Maintenance staff will follow outlined cleaning protocols based on those developed by our sponsoring district as outlined in their Communicable Disease Management Plan Annex..</p> <p>When students are unloading, and loading on the buses social distancing guidelines will be enforced.</p>
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**2k. HEALTH SERVICES**

<b>OHA/ODE Requirements</b>	<b>Hybrid/Onsite Plan</b>
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<p>X 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.</p>	<p>MCS will adapt building specific protocols based on our sponsoring school district's <a href="#">Health Annex</a>.</p>
<p>X 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; physical, occupational, speech, and respiratory therapists; and School Based Health Centers (SBHC).</p>	<p>MCS will provide age appropriate hand hygiene and respiratory etiquette education to endorse prevention. This includes website, newsletter and signage in the school setting for health promotion.</p> <p>MCS will practice appropriate communicable disease isolation and exclusion measures.</p>
<p>X Prioritize immunizations and other needed health services for students, including behavioral health and reproductive health services.</p>	<p>Staff will participate in required health services related training to maintain health services practices in the school setting. COVID-19 specific infection control practices for staff and students will be communicated.</p> <p>Review of 504 and IEP accommodations and IHP's will be advised to address vulnerable populations.</p> <p>Immunization processes will be addressed as per routine timeline, which prioritizes the beginning of the year and new students.</p> <p>Information for immunization clinics will be provided to families.</p> <p>Continuity of existing health management issues will have a plan for sustaining operations alongside COVID-19 specific planning (i.e. medication administration, diabetic care).</p>

## 3. Response to Outbreak

### 3a. PREVENTION AND PLANNING

OHA/ODE Requirements	Hybrid/Onsite Plan
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<p>X Coordinate with Local Public Health Authority (LPHA) to establish communication channels related to current transmission level.</p> <p>X Establish a specific emergency response framework with key stakeholders.</p> <p>X When new cases are identified in the school setting, and the incidence is low, the LPHA will provide a direct report to the district nurse, or designated staff, on the diagnosed case(s). Likewise, the LPHA will impose restrictions on contacts.</p>	<p>MCS will adapt building specific protocols based on our sponsoring school district's <a href="#">Communication and Communicable Disease Management Plan Annexes</a>.</p> <p>In the event that there is a single positive case or a cluster of cases of COVID-19, MCS will partner with the LPHA, to work on ongoing COVID-19 mitigation efforts.</p> <p>MCS will:</p> <ul style="list-style-type: none"> <li>● Follow school board policies for Communicable Disease.</li> <li>● Coordinate communication with the local health authority and communicate with approved language to stakeholders.</li> <li>● If the region impacted is in Wasco County, the local health authority will provide school-centered guidance and direction for MCS.</li> <li>● Work with LPHA to establish timely communication with staff and families.</li> <li>● MCS will follow the established plan from the local health authority concerning reportable cases.</li> <li>● Assess technology resources and plan for rapid deployment.</li> <li>● Assess levels of supplies that will be needed in case of an outbreak.</li> <li>● Check insurance coverage for contingencies such as school closures and high employee absenteeism.</li> <li>● Explore the implications for mass and extended individual employee absences, and instruction during school closings</li> <li>● Plan for substitutes/coverage for all positions. Address any needed sick leave exemptions or waivers.</li> <li>● Coordinate with health insurance carriers regarding any anticipated challenges with the widespread use of health insurance benefits.</li> </ul>
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**3b. RESPONSE**

<p>OHA/ODE Requirements</p>	<p>Hybrid/Onsite Plan</p>
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<p>X Follow the district’s or school’s outbreak response protocol. Coordinate with the LPHA for any outbreak response.</p>	<p>MCS will adapt building specific protocols based on our sponsoring school district’s <b>Communication Communicable Disease Management Plan.</b></p>
<p>X If anyone who has been on campus is known to have been diagnosed with COVID-19, report the case to and consult with the LPHA regarding cleaning and possible classroom or program closure.</p>	<p>In the event of an outbreak, MCS will:</p> <ul style="list-style-type: none"> <li>● Coordinate with the local health authority for any outbreak response.</li> <li>● If anyone who has been on campus is known to have been diagnosed with COVID-19, MCS will report the case to and consult with the LPHA regarding cleaning and possible classroom or program closure.</li> </ul>
<p>X Report to the LPHA any cluster of illness (2 or more people with similar illness) among staff or students.</p>	<ul style="list-style-type: none"> <li>● MCS will report to the LPHA any cluster of illness (2 or more people with similar illness) among staff or students.</li> </ul>
<p>X When cases are identified in the local region, a response team should be assembled within the district and responsibilities assigned within the district.</p>	<ul style="list-style-type: none"> <li>● When cases are identified in the local region, a response team will be assembled within the region.</li> </ul>
<p>X Modify, postpone, or cancel large school events as coordinated with the LPHA.</p>	<ul style="list-style-type: none"> <li>● MCS will modify, postpone, or cancel large school events as coordinated with the local health authority.</li> <li>● If school is closed, the <u>Distance Learning Plan</u> will be implemented for all staff/students.</li> <li>● MCS will work with D21 to continue to provide meals for students in the event of a closure.</li> </ul>
<p>X If the school is closed, implement Short-Term Distance Learning or Comprehensive Distance Learning models for all staff/students.</p>	<p>MCS will share and implement precautionary measures called for by the state and LPHA and communicate them to staff, students, and families. the CDC recommends:</p> <ul style="list-style-type: none"> <li>● Avoid close contact with people who are sick.</li> </ul>
<p>X Continue to provide meals for students.</p>	<ul style="list-style-type: none"> <li>● Avoid touching your eyes, nose, and mouth.</li> </ul>
<p>X Communicate criteria that must be met in order for On-Site instruction to resume and relevant timelines with families.</p>	<ul style="list-style-type: none"> <li>● Stay home when you are sick.</li> <li>● Cover your cough or sneeze with a tissue, then throw the tissue in the trash.</li> <li>● Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.</li> <li>● Follow the CDC’s recommendations for using a facemask (people with symptoms and health workers).</li> <li>● Remind all to wash hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60 percent alcohol. Always wash hands with soap and water if hands are visibly dirty.</li> </ul>

The Executive Director will prepare for possible increased number of employee absences due to illness in employees and their family members, and for dismissals of school due to high levels of absenteeism or illness.

MCS will review policies and procedures that may come into play, such as:

- Student and employee absences due to illness (should “perfect attendance” procedures be amended?),
- School closures based on public health concerns,
- Emergency management plans, and
- Non-discrimination policies

MCS will emphasize the need to remain vigilant against stigma due to perceived race, national origin, or recent travel. Foster a supportive environment free from rumors or associations of a virus with a specific population.

MCS will prepare materials including symptoms lists, student absence protocols, communications plans, communications procedures with parents in the event of school closures, and the like.

MCS will coordinate with D21/ODE about the possibility of mass student or staff absences. (Flexibility on requirements for student attendance days, promotion requirements, and staffing requirements).

Working with the LPHA, MCS will determine when school closures are indicated based on a set percentage of staff and student absenteeism as recommended by local and state public health authorities.

- Establish distance learning options for students if available for extended school closures.
- Address how staff will be informed about expectations for student home-based academic work.
- Coordinate with D21/ODE about the possibility of school closings. How will attendance days and/or virtual class time be counted?
- Explore teaching monitoring or ensure education remains on track in case of school closings; recruit parents to assist in

	<p>the delivery of educational services to their children.</p> <ul style="list-style-type: none"> <li>• Coordinate with D21/local health and welfare agencies to ensure children receiving free and reduced-price meals continue to receive nutrition usually supplied at schools.</li> <li>• Address how the school can provide information and support to families in need of services when schools are closed.</li> <li>• Determine under what conditions schools will reopen.</li> </ul> <p>Identify and seek state and federal emergency relief, grants, and funding flexibility available to address unexpected needs, and recovery efforts.</p> <p>Coordinate with local health authorities about expectations to utilize school facilities for emergency services.</p> <p>Obtain any needed equipment and supplies.</p> <p>Create clear communication for staff and families for potential quarantine expectations related to school closures. Work with public health officials for effective communication strategies. <i>Sample letter:</i></p>
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### 3c. RECOVERY AND REENTRY

OHA/ODE Requirements	Hybrid/Onsite Plan
X Plan instructional models that support all learners in Comprehensive Distance Learning.	MCS will adapt building specific protocols based on our sponsoring school district's <a href="#">Communication, Communicable Disease Management Plan Annexes</a> .
X Clean, sanitize, and disinfect surfaces (e.g., playground equipment, door handles, sink handles, drinking fountains, transport vehicles) and follow <a href="#">CDC guidance</a> for classrooms, cafeteria settings, restrooms, and playgrounds.	MCS will plan instructional models that support all learners in temporary distance/remote learning.
X Communicate with families about options and efforts to support returning to On-Site instruction.	Staff, or contractors, will clean, sanitize, and disinfect surfaces (e.g., playground equipment, door handles,

<p>X Follow the LPHA guidance to begin bringing students back into On-Site instruction.</p> <ul style="list-style-type: none"> <li>· Consider smaller groups, cohorts, and rotating schedules to allow for a safe return to schools.</li> </ul>	<p>sink handles, drinking fountains, transport vehicles) and follow CDC guidance for classrooms, cafeteria settings, restrooms, and playgrounds.</p> <p>Staff will communicate with families about options and efforts to support returning to On-Site instruction.</p> <p>MCS will follow local health authority guidance to begin bringing students back into On-Site instruction.</p> <p>MCS will consider smaller groups, cohorts, and rotating schedules to allow for a safe return to schools.</p> <p>MCS will continue to offer instructional models that support all learners in On-Site or Hybrid and Comprehensive Distance Learning.</p>
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## 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.***

*This section does not apply to private schools.*

- X We affirm that our school plan has met the requirements from ODE guidance for sections 4, 5, 6, 7, and 8 of the **Ready Schools, Safe Learners** guidance.

We affirm that we cannot meet all of the ODE requirements for sections 4, 5, 6, 7 and/or 8 of the **Ready Schools, Safe Learners** guidance at this time. 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 and 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>
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[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.