

## OPERATIONAL PLAN (Resiliency Framework) FOR SCHOOL YEAR 2021-22

This template is not approved by ODE. It was not created by ODE.

It is based on the information in the August 3, 2021 RSSL Resiliency Framework.

Updated 08.27.21

This [Ready Schools, Safe Learners Resiliency Framework](#) for the 2021-22 School Year replaces Ready Schools, Safe Learners: Guidance for School Year 2020-21 version 7.5.2 issued on May 28, 2021 and became effective on June 30, 2021.

This Resiliency Framework was developed jointly by the Oregon Department of Education (ODE) and the Oregon Health Authority (OHA) and is informed by U.S. Department of Education and CDC guidance along with information from many other sources. Except where compliance is mandated by existing state law, the Resiliency Framework is advisory.

When determining how to best support in-person learning during the 2021-22 school year, schools should work in a collaborative manner with local public health authorities (LPHAs). LPHAs are vital partners to advise and consult on health and safety in schools with school officials. In general, decisions of school health and safety reside with school, district, and program leadership.

The Resiliency Framework focuses on advisory health and safety recommendations that provide for flexibility to:

- Return to full-time, in-person instruction for all students,
- Honor and recognize the uniqueness of communities across Oregon, and
- Support schools in health and safety planning to meet community-specific needs and strengths.

**Please note that red headers indicate required components.**

SCHOOL/DISTRICT/PROGRAM INFORMATION	
Name of School, District or Program	Butte Falls Charter School Jackson County School District #91 (Butte Falls)
Key Contact Person for this Plan	Superintendent: Dr. Phil Long
Phone Number of this Person	541-865-3563, option 5
Email Address of this Person	plong@buttefalls.k12.or.us
Sectors and position titles of those who informed the plan Effective 2-1-21, this team must include one employee member selected by each local bargaining unit representing employees at the school.	JCSD#91 Superintendent: Dr. Phil Long Southern Oregon ESD Consultants Jackson County Health Department Liaison Butte Falls Education Association Members (Teachers) OSEA, Chapter 142 Members (Classified Staff) JCSD#91 School Board BFCS Students and Parents
Local public health office(s) or officers(s)	Jackson County Public Health Bonnie Simpson, REHS (541) 816-5648

Name of person Designated to Establish, Implement and Enforce Physical Distancing Requirements	JCSD#91 Superintendent: Dr. Phil Long
Intended Effective Dates for this Plan	August 30, 2021 – June 30, 2022
ESD Region	Southern Oregon ESD

## Advisory Health Components and Risk Mitigation Strategies

### IN-PERSON INSTRUCTION

OHA/ODE Strong Advisory	Onsite Plan
<p>OHA and ODE strongly recommend that schools implement COVID-19 testing.</p> <p>ARP ESSER &amp; OAR 581-022-0106 Recommended Component:</p> <ul style="list-style-type: none"> <li>● Devote time for students and staff to connect and build relationships</li> <li>● Ample class time, and private time if needed, for creative opportunities that allow students and staff to explore and process their experiences</li> <li>● Link staff, students and families with culturally relevant health and mental health services and supports</li> <li>● Foster peer/student lead initiatives on wellbeing and mental health</li> <li>● COVID-19 screening testing</li> </ul> <p>It is still appropriate to provide additional professional learning time and additional family engagement time, but not more than 30 hours of each may be counted as instructional time. (OAR 581-022-2320(6)) (Resiliency Framework p. 8)</p>	<p><b>Connecting Time for students and staff</b>            BFCSD has an ongoing contract with Sound Discipline to utilize the Positive Discipline program. All staff have attended training and will have a refresher session during in-service week, August 2021. Staff will then use that information to plan for the first week of school to make an extra effort to connect with students. This is in alignment with the ODE’s guidance for Care and Connection Week.</p> <p><b>On-site testing protocol information</b>            The office managers on the two student sites have both been trained to administer the BinaxNow test to staff and students as needed. This is a nasal swab COVID-19 test (15-minute result) that will help to identify cases that may have been brought to school. The test will be administered in the isolation room at each site.</p> <p>Screening testing will be considered as it becomes available.</p>

## Public Health Protocols

### COMMUNICABLE DISEASE MANAGEMENT PLAN FOR COVID-19

OHA/ODE Requirements and Strong Advisory

Onsite Plan

Communicable Disease Management Plans **are required** by OAR 581-022-2220.

- Maintain a Communicable Disease Management Plan (CDMP) to describe measures put in place to limit the spread of COVID-19 within the school setting. (OAR 581-022-2220)
- OHA and ODE **strongly advise** that school communicable disease management plans include the following sections and information specific to COVID-19 control measures:
  - Conduct a risk assessment as required by OSHA administrative rule OAR 437-001- 0744(3)(g). OSHA has developed a [risk assessment template](#).
  - Update the written CDMP to specifically address prevention of the spread of COVID-19. Examples are located in the Oregon School Nurses Association (OSNA) COVID-19 Toolkit.
  - Review OSHA requirements for infection control plans to ensure that all required elements are covered by your CDMP, including making the plan available to employees at their workplace. Requirements are listed in OSHA administrative rule OAR 437-001-0744(3)(h). OSHA has developed a sample infection control plan.
  - Designate a single point-person at each school to establish, implement, support and enforce COVID-19 health and safety measures. This role should be known to all staff in the building with consistent ways for licensed and classified staff to access and voice concerns or needs.
  - 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 the plan.
  - A system for maintaining daily logs for each student/cohort for the purposes of contact tracing. This system needs to be made in consultation with a school/district nurse or an LPHA official. Sample logs are available as a part of the Oregon School Nurses Association COVID-19 Toolkit.
  - Protocol to notify and provide logs to the local public health authority (LPHA Directory by County) of any confirmed COVID-19 cases among students or staff, or when notified The communicable disease management plan exists to describe measures put in place to limit the spread of COVID-19 within the school setting. Oregon Department of Education 19 of a confirmed COVID-19 case among students or staff. Process to report to the LPHA any cluster of any illness among staff or students. Protocol to cooperate

Jackson County School District #91 (Butte Falls) and it's one school, Butte Falls Charter School, follow the published Communicable Disease Guidelines from the Oregon Department of Education and the Oregon Health Authority. These are incorporated in the JCSD#91 Communicable Disease Management Plan (CDMP). The plan includes the required OHA and ODE requirements listed in this section of the plan. [Butte Falls CDMP Plan](#)

#### **Protocol for systematic cleaning and disinfecting**

Custodial protocols include extensive cleaning and sanitizing daily augmented by frequent sanitizing of high contact areas (door handles, drinking fountains, etc.) throughout the day.

Classroom procedures support effective hand hygiene and sanitary practices throughout the day, including sanitizing between cohorts of students.

#### **Cohort/Contact Logs**

Pre-filled contact logs will be located on each bus and on each campus for quick check-off of which students were at each location daily. Staff will be assigned to do a quick visual/verbal wellness check with each student. Staff will self-assess their wellness and a separate log will be kept by the office managers for recording staff and visitors on-campus.

#### **Transportation**

We will adjust our transportation plan to maintain the recommended cohort size for students. Masks are required on all public transportation per CDC.

#### **Food Service**

The District will provide breakfast and lunch on campus and may provide a snack. Meals will be scheduled in cohorts (with appropriate sanitizing) in the cafeteria (for elementary students), and at the secondary gymnasium (for grades 8-12)

#### **Playground**

The elementary playground will be divided into a grade K-2 zone, a grades 3-5 zone, a 6-7 zone, and the swings will be shared space. Disinfecting will occur between uses by the two cohorts. Restrooms Grade K, 1 and 2 have restrooms in each classroom. Restroom breaks will be scheduled for Grades 3-7. Note: Additional staff will be assigned to ensure frequent cleaning and disinfecting of all high-contact areas at all school

<p>with the LPHA recommendations related to COVID-19 health protections and quarantine timelines.</p> <ul style="list-style-type: none"> <li>▪ Protocol to isolate any ill or exposed persons from physical contact with others. Required by OAR 581-022-2220.</li> <li>▪ Process to ensure that all itinerant and all district staff (maintenance, administrative, delivery, nutrition, and any other staff) who move between buildings keep a log or calendar with a running four-week history of their time in each school building and who they were in contact with at each site.</li> </ul> <ul style="list-style-type: none"> <li>● Document policy or protocol differences for people who are fully vaccinated for COVID-19 versus those who are not fully vaccinated. The <a href="#">Oregon Bureau of Labor and Industries</a> is a resource for employers on verification of COVID-19 vaccine status.</li> </ul>	<p>campuses including restrooms. Staff will follow the required sanitation and disinfecting protocols</p> <p><b>Visitor and Itinerant Staff Logs</b> Only those non-district people who provide essential services (like counseling, special education, etc.) are allowed on campus. Visitors and Volunteers will be unable to work in the school or complete other volunteer activities that require in-person interactions at this time. Exceptions will only occur with authorization by the Superintendent. Each office manager will keep a daily log of all non-student personnel who enter the campus.</p>
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### PHYSICAL DISTANCING

OHA/ODE Strong Advisory	Onsite Plan
<p>OHA and ODE strongly advise that schools support and promote physical distancing as described below:</p> <ul style="list-style-type: none"> <li>· Support physical distancing in all daily activities and instruction, maintaining at least 3 feet between students to the extent possible.</li> <li>· Consider physical distancing requirements when setting up learning and other spaces, arranging spaces and groups to allow and encourage at least 3 feet of physical distance.</li> <li>· Minimize time standing in lines and take steps to ensure that required distance between students is maintained, including marking spacing on floor, one-way traffic flow in constrained spaces, etc.</li> </ul>	<p>The district has assessed every learning space to meet the ODE/OHA room capacity requirements. At the K-7 building, all classrooms can accommodate the 3 foot physical distancing recommendation, with a cap at each grade of 18-25. If a class exceeds that number, staff will readjust the placing of students as appropriate in another space. At the high school campus, the Computer Resource Lab has switched locations with the English/Language Arts room to increase capacity for English classes. With these changes the enrollment at all other grade levels can fit safely into existing classrooms. Extra staff members will assist with the instructional program for Kindergarten and Grade 5 to ensure sufficient supervision and support for the students. Where necessary, extra furniture will be removed to maximize available space. We have identified grade-grouping cohorts to reduce the amount of contact among students on campus.</p> <p><b>Capacity for School Settings:</b> Seating is arranged to ensure the maximum amount of space between individuals.</p>

### COHORTING

OHA/ODE Strong Advisory	Onsite Plan
	<p>BFCS will consider single-grade cohorts for reducing the risk of exposure, but the current cohorts are as follows:</p>

<p>OHA and ODE strongly advise that schools design cohorts for students to the extent possible.</p>	<p>Cohort 1 – Elementary Campus Grades K-2</p> <p>Cohort 2 – Elementary Campus Grades 3-5</p> <p>Cohort 3 – Elementary Campus Grades 6-7</p> <p>Cohort 4 – High School Campus Grades 8-12 Grade levels remain separate throughout the day with limited contact with other grade levels. Lunches are separated into two cohorts, Grades 8-9 and 10-12</p>
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**PUBLIC HEALTH COMMUNICATION AND TRAINING**

OHA/ODE Strong Advisory	Onsite Plan
<p>OHA and ODE strongly advise that school districts, charter schools, and private schools develop plans for communicating health and safety protocols to students, families and communities.</p> <p>OHA and ODE strongly advise that school districts, charter schools, and private schools develop plans for training all staff in their health and safety protocols and jointly develop lesson plans for instruction to students.</p>	<p>The District will communicate to staff, students and families the infection control measures in place to prevent spread of disease per the JCSD#91 Communicable Disease Manage Plan (CDMP). The District will follow protocols for communicating with anyone who has come in close/sustained contact with a confirmed case or when a new case has been confirmed as well as how the District is responding. The District will share additional communication regarding protocols with families and staff as information becomes available and is updated throughout the year.</p>

**FACE COVERINGS AND FACE SHIELDS**

OHA/ODE Requirements	Onsite Plan
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REQUIREMENT: On August 2, 2021 OHA adopted a rule requiring face coverings in all K-12 indoor school settings ([OAR 333-019-1015](#)). This rule applies to public, private, parochial, charter, youth corrections education programs (YCEP) and juvenile detention education programs (JDEP) or alternative educational programs offering kindergarten through grade 12 or any part thereof.

The rule requires all individuals over two years of age to wear a face covering while indoors in a K-12 school, during school hours. [Certain accommodations](#) for medical needs or disability may be necessary.

Per OHA guidance, it is acceptable for both fully vaccinated and unvaccinated people to be outdoors without a face covering.

A face shield may be worn instead of a mask if an individual cannot wear a mask for medical reasons. Face coverings are preferred over face shields, as they provide better containment of small aerosols that can be produced while talking.

A face covering is NOT a substitute for physical distancing. Face coverings are required and maintaining at least 3 feet of physical distancing to the extent possible, especially when indoors around people from different households is strongly recommended.

Group mask breaks or full classroom mask breaks are best done outdoors where ventilation and physical distancing are maximized.

The District will provide clear plastic barriers for work stations for staff assigned to the school offices. All staff and students will wear face coverings while indoors during school hours. Face coverings must comply with CDC guidelines. We will work with students and parents so that this requirement does not become a discipline matter. Students, whose parents will not support compliance, may continue with Comprehensive Distance Learning. The District will seek to provide accommodations for people who have health conditions that make the wearing of CDC compliant face coverings difficult. Speech Pathologists may wear Face Shields while actively providing direct services. They will wear masks when not actively providing direct services. The District will provide face masks for anyone who cannot provide their own.

### ISOLATION AND QUARANTINE

OHA/ODE Requirements	Onsite Plan
<p>REQUIREMENT: School administrators should <b>plan for and maintain health care and space</b> that is appropriately supervised and adequately equipped for providing first aid, and <b>isolates</b> the sick or injured student. (<a href="#">OAR 581-022-2220</a>.)</p> <p>School administrators are required to <b>exclude staff and students from school</b> whom they have reason to suspect have been exposed to COVID-19. (<a href="#">OAR 333-019-0010</a>; <a href="#">OAR 333-019-0010</a>)</p> <ul style="list-style-type: none"> <li>Isolation and quarantine are core components under the authority of public health (LPHAs and OHA) as described in ORS 431A.010, 433.004, 433.441, and 433.443. Schools and districts must cooperate with any</li> </ul>	<p><b>Isolation</b></p> <p>Any student who becomes ill at school will remain at school supervised by staff in the designated isolation area until parents can pick them up. · Ill students will continue to wear a facial covering, unless health conditions limit this. · Staff will wear a facial covering and maintain physical distancing, but not leave the ill student unsupervised. · While exercising caution to maintain safety is appropriate when working with students exhibiting symptoms, staff will also maintain sufficient composure and disposition as to not unduly worry a student or family. · Staff will maintain student confidentiality, as appropriate.</p> <p><b>Rooms Identified for Temporary Isolation</b></p>

LPHA investigations and requirements to protect the public health. LPHAs follow statewide Investigative Guidelines for COVID-19 and other diseases.

OHA and ODE strongly advise that isolation and quarantine protocols include the following:

- o Exclusion and isolation protocols for sick students and staff identified at the time of arrival or during the school day. See the [COVID-19 Exclusion Summary Guide](#).
- o Offer free, on-site COVID-19 testing to students and staff with COVID-19 symptoms or exposure via OHA's K-12 school testing program.
- o Protocols for safely transporting anyone who is sick to their home or to a healthcare facility.
- o Adherence to school exclusion processes as laid out in [Communicable Disease Guidance for Schools](#)
- o Involvement of 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).
- o Recording and monitoring the students and staff being isolated or sent home for the LPHA review.
- Health care and a designated space that is appropriately supervised and adequately equipped for providing first aid and isolating the sick or injured child are required by OAR 581-022-2220.

**Elementary Campus.** The Principal's Office has been temporarily repurposed as an isolation room. When in use, a window will be left ajar and visual supervision can occur from the main office.

**Secondary Campus.** The conference room adjacent to the Resource Room will serve as an isolation room. The windows into the room will provide for visual supervision.

Daily logs will be maintained containing the following:

- Name of student sent home for illness, cause of illness, time of onset, and
- Name of student visiting the office for illness symptoms, even if not sent home.

**Return to Campus.** Staff and students with known or suspected COVID-19, quarantined, or displaying COVID-19 symptoms per current OHA guidance, CDC guidance, or LPHA guidance, cannot remain at school. Staff and students will remain home for as long as determined by LPHA (Jackson County PH).

## Facilities and School Operations

### SCHOOL SPECIFIC FUNCTIONS/FACILITY FEATURES

OHA/ODE Strong Advisory	Onsite Plan
<p>OHA and ODE strongly advise that schools create protocols and systems to ensure access to soap, water and alcohol-based hand sanitizer with at least 60% alcohol at the key times named below and that schools prioritize handwashing with soap and water after students or staff use the restroom.</p> <p>Remind students (with signage and regular verbal reminders from staff) of the importance of respiratory etiquette. Respiratory etiquette means covering coughs and sneezes with an elbow or a tissue. Tissues should be disposed of in a garbage can, then hands washed or sanitized immediately.</p>	<p><b>Signage</b> Signage throughout the district encourages frequent handwashing/hand-sanitizing, appropriate social distancing, and required facemask-wearing.</p> <p><b>Handwashing</b> All students have access to hand washing before meals. Hand-sanitizer dispensers are installed and maintained in every classroom, in offices, in gymnasiums, and in the elementary cafeteria.</p> <p><b>Equipment</b> Sanitizing protocols are in place for all equipment used by more than one individual.</p>

ARP ESSER & OAR 581-022-0106 Recommended Component:

- Include respiratory etiquette.

**Events**

Field trips, assemblies, athletic events, practices, special performances, school-wide parent meetings and other large gatherings have been cancelled, postponed or modified to meet requirements for physical distancing. Athletics will resume once ODE and the OSAA permit.

**Transitions/Hallways**

Procedures and signage promote physical distancing and minimize gatherings.

**Personal Property**

Personal items are labeled and limited to the item owner.

**VENTILATION/AIR PURIFIERS/HVAC SYSTEMS**

OHA/ODE Strong Advisory	Onsite Plan
<ul style="list-style-type: none"> <li>● ODE and OHA strongly advise schools to ensure effective ventilation and improve the indoor air quality in schools by:               <ul style="list-style-type: none"> <li>○ Increasing the amount of fresh outside air that is introduced into the system</li> <li>○ Exhausting air from indoors to the outdoors</li> <li>○ Cleaning the air that is recirculated indoors with effective filtration methods (e.g., HEPA filters) to remove virus-containing particles from the air.</li> </ul> </li> <li>● Increase outdoor ventilation of clean air into indoor spaces. Open windows and doors unless doing so creates a health or safety risk. Consider conducting some activities, meals, and classes outside when reasonable.</li> <li>● Use fans to help move indoor air out open windows.</li> <li>● One or more air filtering devices equipped with a HEPA filter can be used indoors. These would trap most particles they encounter. This would reduce exposure to viruses and other airborne microbes.</li> <li>● Ensure HVAC systems operate properly and provide acceptable indoor air quality for the current occupancy level for each space.</li> <li>● Increase air filtration in HVAC systems to MERV 13 or better. Otherwise, aim for the highest possible rating that the system allows.</li> <li>● Turn off any demand-controlled ventilation (DCV) that reduces air supply based on occupancy or temperature during occupied hours. Set the fan to the “on” position instead of “auto,” which will operate the fan continuously, even when heating or air conditioning is not required.</li> </ul>	<p>The district has invested in air purifiers and fans to help circulate the air in all classrooms and offices. All staff are encouraged to open windows and doors as appropriate throughout the day.</p> <p>Maintenance department will ensure the following:</p> <ul style="list-style-type: none"> <li>● HVAC inspection</li> <li>● Regular filter change schedules</li> <li>● Running systems continually during school hours</li> </ul>

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**SCHOOL EMERGENCY PROCEDURES AND DRILLS**

OHA/ODE Strong Advisory	Onsite Plan
<ul style="list-style-type: none"> <li>● At least 30 minutes in each school month must be used to instruct students on the emergency procedures for fires, earthquakes (including tsunami drills in appropriate zones), and safety threats.</li> <li>● Fire drills must be conducted monthly.</li> <li>● Earthquake drills (including tsunami drills and instruction for schools in a tsunami hazard zone) must be conducted two times a year.</li> <li>● Safety threats including procedures related to lockdown, lockout, shelter in place and evacuation and other appropriate actions to take when there is a threat to safety must be conducted two times a year.</li> </ul>	<p>We will resume our regular monthly schedule of on-site drills per the OHA/ODE requirements and guidelines. These include fire, earthquake and active shooter drills.</p> <p>Hand washing and sanitizing will be a regular practice before and after drills.</p>

**SUPPORTING STUDENTS WHO ARE DYSREGULATED, ESCALATED, AND/OR EXHIBITING SELF-REGULATORY CHALLENGES**

OHA/ODE Strong Advisory	Onsite Plan
<p>Plan for the impact of behavior mitigation strategies on public health and safety requirements:</p> <ul style="list-style-type: none"> <li>● Student elopes from area</li> <li>● Student engages in behavior that requires them to be isolated from peers and results in a room clear</li> <li>● Student engages in physically aggressive behaviors that preclude the possibility of maintaining physical distance and/or require physical de-escalation or intervention techniques other than restraint or seclusion (e.g., hitting, biting, spitting, kicking, self-injurious behavior).</li> </ul> <p>Ensure that spaces that are unexpectedly used to deescalate behaviors are appropriately cleaned and sanitized after use before the introduction of other stable cohorts to that space.</p>	<p>The District has been implementing best practices in student self-regulation behavior in collaboration with Dr. Jody McVittie (Positive Discipline) and will continue to employ current strategies when students return to campus. We have added the additional overlay of cleaning and sanitizing per the ODE/OHA guidelines.</p> <p>Specific staff at each building have been trained and certified in CPI (non-violent crisis intervention) protocols and will be called upon if needed.</p>

## Response to Outbreak

**PREVENTION AND PLANNING**

OHA/ODE Strong Advisory	Onsite Plan
<p>OHA and ODE strongly advise that Response to Outbreak protocols include the following:</p>	<p>We will follow the regional plan for coordinating with Jackson County Public Health.</p>

- Reviewing and using the [Planning for COVID-19 Scenarios in Schools](#) toolkit.
- Coordination with local public health authority (LPHA) to establish communication channels related to current transmission level.
- Means by which school will ensure continuous education services for students and supports for staff.
- Means by which school will continue to provide meals for students.
- Cleaning surfaces (e.g. door handles, sink handles, drinking fountains, transport vehicles) following CDC guidance.