

PENN MANOR SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED: March 8, 2013

REVISED:

716-AR-0. INTEGRATED PEST MANAGEMENT PROCEDURES

The IPM program will be administered through established procedures to control pests in a sufficient manner to assure a safe and healthy environment for student, staff and visitors.

An integrated pest management decision will consist of the following steps:

1. Identify pest species.
2. Estimate pest populations and compare to established action thresholds.
3. Select appropriate management tactics based on current on-site information.
4. Assess effectiveness of pest management.
5. Keep appropriate records.

The choice of using a pesticide will be based on a review of all other available options and a determination that these options are not acceptable or feasible. Cost or staffing considerations alone will not be adequate justification for use of chemical control agents, and selected nonchemical pest management methods will be implemented whenever possible to provide the desired control.

When it is determined that a pesticide must be used to meet important pest management goals, the most appropriate pesticide will be applied in school buildings or on school grounds. The main emphasis will always be to direct the pesticide into areas to minimize or eliminate the spread of any residue to other nontarget areas.

Only a certified applicator or pesticide application technician will perform a pesticide treatment at a school building or on district grounds, including athletic fields and playgrounds.

The applicator or technician will complete an Intent To Apply Pesticides form and submit it to the IPM Coordinator prior to the treatment.

When receiving a report of a pest in a school building or on school grounds, the building principal will complete an Integrated Pest Management Pest Sighting Log and forward it to the IPM Coordinator.

The district prohibits application of pesticides within a school building or on school grounds where students are expected to be present for academic instruction or extracurricular activities within seven (7) hours following the application, except when the administration determines that pests pose an immediate threat to the health and safety of students or employees. If a pesticide label restricts reentry to a longer period, the longer time period will be observed.

Students may not be present in an untreated portion of a school building where a pesticide treatment is or has been performed within the restricted reentry time unless the area that is being treated or has been treated has a separate ventilation system and is separated from the untreated portions by smoke or fire doors or is a separate building.

Prior to performing any treatment, the applicator or technician must supply the Pest Control Information Sheet and all required pest control signs at least 8 ½" X 11" in size to the IPM Coordinator in sufficient time to comply with all posting and notification requirements.

Notification

Annually at the beginning of the school year, the IPM Coordinator will direct sending all parents/guardians of enrolled students the Notification Letter For Parents/Guardians that provides information about the district's IPM program.

No pesticide treatment will be performed at a school building or on school grounds unless all notification requirements have been complied with, as follows:

1. Post Notice Of Pesticide Application in an area of common access where individuals are likely to view the sign, at least three (3) days before and two (2) days after each planned treatment.
2. Provide a copy of Pest Control Information Sheet, by hard copy or email, to every individual working in the school building, at least three (3) days before treatment.
3. Provide a copy of the Pest Control Information Sheet at least three (3) days before each planned treatment to the parents/guardians who have requested to be placed on the Notification Registry. This notice will only be provided to the list of parents/guardians who, at the beginning of each school year or upon a student's enrollment, requested notification of individual applications of pesticides.
4. In cases where pests pose an immediate threat to the health and safety of students or employees and the district authorizes an emergency pesticide application, the district will notify by telephone any parent/guardian who has requested such notification.

Notification is not required for the application of disinfectant and antimicrobial products; self-contained baits in areas not accessible to students; gel-type baits placed in cracks, crevices or voids; or swimming pool chemicals.

Nonchemical Actions

Whenever practical, nonchemical means to control or limit pests will be used. Practices such as sanitation, housekeeping, trapping and pest proofing, including caulking and sealing cracks, will be used in school buildings and on school grounds.

The head custodian of each building and the assigned maintenance department employees will perform a thorough inspection and provide the IPM Coordinator with a report that identifies conditions that contribute to pest problems.

IPM Coordinator

The Board appoints an IPM Coordinator, who will implement the adopted Board policy, IPM Plan and IPM Procedures. The IPM Coordinator's responsibilities include the following:

1. Record all pest sightings by district staff and students by receiving and filing the Integrated Pest Management Pest Sighting Log.
2. Record all pesticide use by completing the Pesticide Use Log.
3. Maintain for three (3) years accurate required records of pesticide use and supporting documents; a copy of Board policy, IPM Plan and IPM Procedures; annual evaluations; and Board reports on the status of the IPM program.
4. Meet with the pest control company to share relevant information on the pest problems present in the district.
5. Ensure that the pest control company's recommendations on maintenance and sanitation are implemented, when feasible.
6. Ensure that pesticide applications are done when school is not in session or when the area can be secured against access by students and staff, in accordance with specified timelines.
7. Ensure that notices are posted and communicated within the specified timelines.
8. Evaluate annually the district's progress in implementing and maintaining the IPM Plan and procedures, in consultation with building administrators and Superintendent.