

PEST MANAGEMENT FOR HEALTHY SCHOOLS

The School District of Jefferson is committed to providing a healthy school environment for all students, staff and others who visit the schools or participate in school-sponsored activities and providing for the proper care and management of all school district property. The District recognizes that from time to time pests, including but not limited to mice, rats, cockroaches, termites, head lice, ants, wasps, yellow jackets, poison ivy, weeds and other pests, can pose significant problems for people and/or property that need to be managed. When making and implementing pest management decisions, the District shall do so in a manner that is mindful of the District's commitment to a healthy school environment.

Pest management decisions shall carefully consider the risks to the health of people, the damage to property and the environment, and the effectiveness and costs of any particular pest management measure. Greatest weight in making any pest management decision shall be given to the health of people. Pest management decisions shall be made in accord with the procedures required by this policy.

Procedures shall address:

- 1) measures to be taken to eliminate or reduce environmental conditions that attract and sustain pest populations (e.g., providing for proper sanitation and maintenance of school facilities);
- 2) responsibilities for monitoring, identifying and reporting pest problems;
- 3) guidelines for assessing the need for pest control and selecting the appropriate pest control methods, including any restrictions on the use of pesticides;
- 4) pesticide applicator requirements, including application of pesticides by a person trained and knowledgeable about pest control and pesticide use in accordance with label instructions, legal requirements and procedures;
- 5) record keeping requirements, including access to such records;
- 6) provisions for proper storage and disposal of any pesticides or other materials or equipment used to control pests on school district property;
- 7) proper certification of support staff in the handling and application of pest management materials; and
- 8) methods for evaluating the effectiveness of the district's pest management program [See ECBA-E(1)].

The Head Maintenance Person shall have overall responsibility for pest management in the district and for implementing board policy and district procedures.

The District shall annually notify school staff, students and parents/guardians of this policy and of the existence of district pest management procedures. The District shall also provide appropriate training and instructions for school staff to help them carry out responsibilities related to pest management.

ADOPTED: July 29, 2002

REVISED: May 21, 2012

REVIEW DATE: April 23, 2012

LEGAL REFS:

CROSS REFS: Policy ECBA-R, Pest Management Procedures/Plan
Policy ECBA-E(1), Outline of Typical PCO Visit
Policy ECBA-E(2), Summary of Students Desiring Notification of Pesticide Use
Policy EB, School Safety Program
Policy EBA, Buildings and Grounds Inspections
Policy EBAA, Hazardous Materials
Policy EF, Food Services Management
Policy KBG, Public Records

PEST MANAGEMENT PROCEDURES/PLAN

A. PEST MANAGEMENT COORDINATOR

The Superintendent or his/her designee will appoint a pest management coordinator. The coordinator will be responsible for implementing the Pest Management Policy and plan. The coordinator's responsibilities will include the following:

- Recording of all pest sightings by school staff and students
- Recording all pesticide use
- Meeting with appropriate party(ies) to share information on what pest problems are present in the school(s)
- Assuring that all of the recommendations on maintenance and sanitation are carried out where feasible
- Assure any pesticide use is done when school is not in session or when the area can be completely secured against access by school staff and students
- Evaluating the school's progress in the pest management plan

B. INDOOR SITES

Typical Pests: Mice, rats, cockroaches, ants, flies, wasps, hornets, yellow jackets, spiders, microorganisms, termites, carpenter ants, and other wood destroying insects. Although beneficial as predators, wasps, hornets, yellow jackets, and spiders can also pose threats to human health.

1. Entryways – (doorways, overhead doors, windows, holes in exterior walls, openings around pipes, electrical fixtures, and ducts)
 - Keep doors shut when not in use.
 - Place weather stripping on doors.
 - Caulk and seal openings in walls.
 - Install or repair screens.
 - Install air curtains.
 - Keep vegetation, shrubs, and wood mulch at least one foot away from structures.
2. Classrooms and Offices – (classrooms, laboratories, administrative offices, auditoriums, gymnasiums, and hallways)
 - Allow food and beverages only in designated areas.
 - If indoor plants are present, keep them healthy. When small insect infestations appear, remove them manually.

- Keep areas as dry as possible by removing standing water and water damaged or wet materials.
 - In all labs, store animal foods in tightly sealed containers and regularly clean cages. In all areas, remove dust and debris.
 - Regularly clean lockers and desks.
 - Frequently vacuum carpeted areas.
 - If students get head lice, consult with board policy and local health department and have their parents contact a physician. Discourage students from exchanging hats or caps at school.
3. Food Preparation and Serving Areas – (dining room, main kitchen, teachers lounge, home economics kitchen, snack area, vending machines, and food storage rooms)
- Store food and waste in containers that are inaccessible to pests. Containers should be removed at the end of each day.
 - Place screens on vents, windows, and floor drains to prevent cockroaches and other pests from using unscreened ducts or vents as pathways.
 - Create inhospitable living conditions for pests by reducing the availability of food and water. Remove food debris, sweep up all crumbs, fix dripping faucets and leaks, and dry out wet areas.
 - Improve cleaning practices, including promptly cleaning food preparation equipment after use and removing grease accumulation from vents, ovens, and stoves. Use caulk or paint to seal cracks and crevices.
 - Capture rodents by using mechanical or glue traps. (Note: Place traps in areas inaccessible to children. Mechanical traps, including glue boards, used in rodent control must be checked daily. Dispose of killed or trapped rodents within 24 hours.)
4. Rooms and Areas with Extensive Plumbing – (bathrooms, rooms with sinks, locker rooms, dishwasher rooms, home economics, classrooms, science laboratories, swimming pools, and greenhouses)
- Promptly repair leaks and correct other plumbing problems to deny pests access to water.
 - Routinely clean floor drains, strainers, and gates. Seal pipe chases.
 - Keep areas dry. Avoid conditions that allow formation of condensation. Areas that never dry out are conducive to molds and fungi. Increasing ventilation may be necessary.
 - Store paper products or cardboard boxes away from moist areas and direct contact with the floor or the walls. This practice also allows for ease of cleaning and inspection.
5. Maintenance Areas – (boiler rooms, mechanical rooms, janitorial housekeeping areas, and pipe chases)

- After use, promptly clean mops and mop buckets; dry mop buckets and hang mops vertically on rack above floor drain.
- Allow eating only in designated eating areas.
- Clean trashcans regularly, use plastic liners in trashcans, and secure lids.
- Keep areas clean and as dry as possible, and remove debris.

C. OUTDOOR SITES

Typical pests: Mice and rats. Turf pests —broadleaf and grassy weeds, insects such as beetle grubs or sod webworms, diseases such as brown patch, and vertebrates such as moles. Ornamental plant pests—plant diseases and insects such as thrips, aphids, Japanese beetles, and bag worms.

1. Playgrounds, Parking Lots, Athletic Fields, Loading Docks, and Dumpsters

- Regularly clean trash containers and gutters and remove all waste, especially food and paper debris.
- Secure lids on trash containers.
- Repair cracks in pavement and sidewalks.

2. Turf – (lawns, athletic fields, and playgrounds)

- Maintain healthy turf by selecting a mixture of turf types (certified seed, sod, or plugs) best adapted for the area. Check university or cooperative extension service for recommendations on turf types, management practices, or other information.
- Raise mowing heights for turf to enhance its competition with weeds, adjust cutting height of mower, depending on the grass type, sharpen mower blades, and vary mowing patterns to help reduce soil compaction.
- Water turf infrequently but sufficiently during morning hours to let turf dry out before nightfall; let soil dry slightly between waterings.
- Provide good drainage, and periodically inspect turf for evidence of pests or diseases.
- Allow grass clippings to remain in the turf (use a mulching mower or mow often) or compost with other organic material.
- Have the soil tested to determine PH and fertilizer requirements.
- Use a dethatcher to remove thatch. Do this in early fall or early spring when the lawns can recover and when overseeding operations are likely to be more successful.
- Time fertilizer application appropriately, because excessive fertilizer can cause additional problems, including weed and disease outbreaks. Apply lime if necessary. Use aeration to place soil on top of thatch so that microbes from soil can decompose thatch.
- Seed over existing turf in fall or early spring.
- Obtain more information on turf from EPA's brochure entitled, *Healthy Lawn, Healthy Environment: Caring for your Lawn in an Environmentally Friendly Way*.

D. ORNAMENTAL SHRUBS AND TREES

- Apply fertilizer and nutrients to annuals and perennials during active growth and to shrubs and trees during dormant season or early in the growing season.
- If using a fertilizer, use the correct one at the suitable time, water properly, and reduce compaction.
- Prune branches to improve plants and prevent access by pests to structures.
- Use the appropriate pest-resistant variety (check with your local cooperative extension service), and properly prune for growth and structure.
- Correctly identify the pest in question. When in doubt, send several specimens to your local cooperative extension service. Once the pest is identified, recommendations can be made.
- Use pheromone traps as a time saving technique for determining the presence and activity periods of certain pest species. Pheromones are chemicals released by various organisms as means of communication with others of the same species, usually as an aid to mating.
- Select replacement plant material from among the many disease-resistant types being developed by plant breeders throughout the country.
- Check with local state cooperative extension service or university for information on plant types appropriate for your site.
- Remove susceptible plants if plant disease recurs and requires too many resources, such as time, energy, personnel, or money. Some ornamental plants, trees, and turf are so susceptible to plant diseases that efforts to keep them healthy may be futile.

E. APPLYING PESTICIDES JUDICIOUSLY

Many different kinds of pesticides are currently available for use against urban and structural pests. An appropriate application uses the least toxic and most efficient technique and material. Due to their potentially toxic nature, these materials should be applied by certified applicators in a manner to ensure maximum efficiency, with minimal hazard. Certified applicators must be trained and knowledgeable in the principles and practices of pest control. Applicators must follow state regulations and label precautions. Pesticides should be applied when occupants are not present in areas where they may be exposed to materials applied.

When the pesticide use is necessary, the school district must approve the pesticide for school use. The schools preferred pesticides for use are pesticide baits and pesticide sprays with the signal word of caution.

Although EPA registers pesticides for use within the United States, the fact that a particular product is registered does not mean that it is "safe" under all conditions of use. All pesticides used in the U.S. must be EPA registered, and the registration number must be listed on the label. Read and follow the

pesticide label directions, know how to apply and handle these chemicals, and try to minimize the exposure to children, adults, and other non-target species.

The following general recommendations should minimize exposure to people and other non-targeted species when the application of pesticides is being considered.

- Read and follow all label directions.
- Choose a pesticide that is labeled for the specific site, intended for the pest you are trying to control, and as target specific as possible, rather than broad spectrum.
- Use a spot-treatment method of application when pesticide treatments are required. Treat only the obviously infested plants in an area. This procedure helps conserve predators and parasites needed to reduce future pest populations and increases the time between pest outbreaks.
- Limit the use of sprays, foggers, or volatile formulations. Instead use bait and crack and crevice application when possible. Look for crack and crevice label instructions on how to apply the pesticide. These treatments maximize the exposure of the pest to the pesticide while minimizing pesticide exposure for the occupants.
- Place all rodenticides either in locations not accessible to children and non-target species or in tamper resistant bait boxes. Outdoors, place bait inside the entrance of an active rodent burrow, and the collapse and burrow entrance over the bait to prevent non-target species access. Securely lock or fasten shut the lids of all bait boxes. Place bait in the baffle-protected feeding chamber of the box. Never place the bait in the runway of the box.
- Apply only when occupants are not present or in areas where they will not be exposed to the material applied. Note any re-entry time limits listed on the label and be aware that some residues can remain long after application.
- Use proper protective clothing or equipment when applying pesticides.
- Properly ventilate areas after pesticide application.
- Notify students, staff, and interested parents of upcoming pesticide applications if that is part of the school pest management policy. Pay particular attention to those individuals that may be at higher risk.
- Keep copies of current pesticide labels, consumer information sheets, and Material Safety Data Sheets (MSDS) easily accessible.

NOTIFICATION

A notice will be provided to school staff, students and parents at the beginning of each school year briefly explaining the school's pesticide use policy. It will indicate that pesticides may be used both indoors and outdoors, as needed. The school will provide, to the extent possible, notification of pending pesticide use to persons requesting the information.

RECORD KEEPING

Records of pesticide use will be maintained on site for two years. Records will be completed on the day of pesticide use. In addition, pest surveillance records will be maintained to help verify the need for pesticide treatments.

EDUCATION

Staff, students, pest managers, parents and the public will be informed about school pest problems, the Pest Management policy and procedures, and their respective roles in achieving the desired pest management objectives.

7/29/02

OUTLINE OF A TYPICAL PCO (PEST CONTROL OFFICIAL) VISIT

The following is an outline of a progression of events during a typical visit by a professional applicator that is following an IPM approach.

I. **Communication**

- A. Discuss recent pest sightings and active pest infestations with school representative.

II. **Inspection** (school and office premises for active rodent and insect infestations)

- A. Check all monitoring stations (ketchalls, glue boards, and sticky traps)
- B. Inspect lunchrooms. Inspect for insect and rodent activity under and behind all sinks, cabinets, storage areas, and vending machines.
- C. Inspect locker rooms, pool, and rest rooms. Inspect for insect and rodent activity around toilets, sinks, and vanity cabinets.
- D. Inspect offices and faculty lounges. Examine office for pest evidence. Check snack areas for unsanitary conditions.
- E. Inspect classrooms. Inspect for insect and rodent control as needed. Pay special attention to rooms with children who have asthma. Pay special attention to ceilings and all heating and cooling units associated with outdoor ventilation.
- F. Inspect boiler room, utility rooms, and mechanical areas. Check for potential food sources and rodent harborages. Check all floor and wall joints, pipe openings, and uneven fitting door jams.
- G. Inspect entrances and courtyards. Check for possible entrances for pests into the building.

III. **Application** (pest management principles and techniques)

- A. Attempt to exclude all pests. (Eliminate all rodent runs and burrs.)
- B. Consider all non-pesticide control measures.
- C. Consider all pesticide control procedures. Choose pesticides only when they are necessary. Choose the least toxic method that provides the most effective control of the problem.

IV. **Evaluation** (present Pest Management procedures)

- A. Maintain records of pest sightings, pesticide use, non-chemical pest control measures, and monitoring station status.
- B. Discuss the findings of the inspection with school maintenance staff.
- C. Determine if the size of pest populations warrants any actions or chemical control.
- D. Discuss sanitation and maintenance actions that will improve pest management.

Establish a list of activities for school maintenance to perform before the next visit from the pest control contractor.

