

EVERETT PUBLIC SCHOOLS

Integrated Pest Management Program

Prepared by

Department of Maintenance & Operations

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1.0 Program Statement

Everett Public Schools is committed to providing a safe and healthy environment for all staff and students. A portion of this commitment of on-going safety and health includes an integrated pest management program. Additionally, it is the intent of the District to comply with all Federal, State and Local regulations pertaining to the management of vegetation and/or pests.

This program promotes a prudent approach to dealing with environmental concerns while establishing action levels. The program does not rule out the use of pesticides, but requires their use to be thoughtfully considered.

The programs success is contingent upon the concentrated effort of all employees, students and parents of the Everett Public School system.

1.1 Integrated Pest Management

Integrated Pest Management (IPM) is an effective and environmentally sensitive approach to pest management that relies on a combination of common sense practices. IPM includes school management activities such as occupant practices, custodial practices, landscaping, preventative maintenance, record keeping, notification, pesticide purchase and storage as well as judicious use of conventional control methods.

The following criteria was established as a guideline for the Integrated Pest Management Program:

- To reduce any potential human health hazard or to protect against significant threat to public safety;
- To prevent loss of or damage to school structures or property;
- To prevent pests from spreading into the community, or to plant and animal populations beyond the site and;
- To enhance the quality of life for students, staff and others;
- To ensure the plan complies with State and Federal Legislation.

2.0 Management Elements of the Program

2.1 Management Structure

A successful program of managing vegetation and pests requires a commitment from all levels of the organization structure. The management structure must remain flexible to accommodate special and unique situations while also processing new methods and/or technology.

The program however must remain rigid in documentation and notification to building occupants.

2.1.1 Program Administrator

The Director of Maintenance and Operations shall be responsible for the overall administration of the Integrated Pest Management Program in the Everett Public School District. The primary responsibilities of this position with respect to the management of the program are:

- ◆ Establish the perimeters of the program;
- ◆ Schedule periodic surveillance monitoring compliance of the program;
- ◆ Provide resource for the program.

2.1.2 Program Managers

The Custodial and Maintenance Supervisors manage the daily operations of the program. The primary responsibilities of these positions, with respect to the program are:

- ◆ Provide training for personnel as required;
- ◆ Review and establish injury and action levels;
- ◆ Review all pesticides and applications to ensure the criteria of the program are met;
- ◆ Coordinate and schedule all responses;
- ◆ Assure Material Safety Data Sheets (MSDS) are on file for products used.

2.1.3 Site Administrator/Building Manager

The site administrator and/or building manager are site specific. The duties of these positions in relation to the program are:

- ◆ Assure that pesticides are not applied by site personnel;
- ◆ Notify the program managers of any issues regarding vegetation and pests.

2.1.4 Maintenance Department Personnel

All department personnel shall utilize work practices compliant to this program in conjunction with Local, State and Federal regulations.

2.1.5 Building Occupants

Sanitation is the most important factors in prevention and reduction of pest infestation. It is the responsibility of all staff and students to participate maintaining an acceptable level of sanitation in their building. This includes:

- ◆ Disposing of or putting away any left over food;
- ◆ Removing food from lockers;
- ◆ Removing paper clutter;
- ◆ Ensuring that their area remains accessible to the facilities staff for proper care (example: floor is vacuum ready).

Building occupants observing the presence of pests should report evidence of pest activity to the building administrator. The building administrator will work with the facilities department to ensure proper handling of the situation per the IPM guidelines.

3.0 Program Procedure

The choice of action will be based on a review of all available options, including taking no action. Then a determination will be based on which one provides acceptable control, non-chemical pest management methods will be utilized whenever possible.

When it is determined that a pesticide must be used to meet the action level, the least hazardous material will be utilized. Furthermore, the application of the pesticides shall conform to all Federal, State and Local regulations.

3.1 Injury and Action Levels

3.1.1 Injury level, or permissible pest threshold, refers to the infiltration of a vegetation or pest beyond acceptable levels. Thresholds are established by the impact on:

- ◆ Public health/safety
- ◆ Damage to natural and/or managed eco systems
- ◆ Aesthetic values
- ◆ Economic damage to desirable plants or,
- ◆ Integrity, function and service life of a facility

3.1.2 Action level – the level of intrusion by vegetation or pest at which action must be taken to ensure the injury level is not reached.

3.2 Selection of Optimal Action

3.2.1 Criteria for the selection of treatment tactics and developing pest management strategies shall include:

- ◆ Methods that are least disruptive of natural controls
- ◆ Methods least hazardous to human health
- ◆ Minimizes negative impacts to non-target organisms
- ◆ Least damaging to the general environment
- ◆ Methods that best preserve natural or managed eco system
- ◆ Methods most likely to produce long-term reductions in pest control requirements.
- ◆ Methods that are operationally feasible
- ◆ Methods that are cost-effective in both the short and long term.
- ◆

3.2.2 Timing

Apply the selected treatment action during the most vulnerable time of the life cycle of the vegetation or pest with the least impact on natural predators and/or other non-target organisms.

4.0 Monitoring

The surveillance of the District's sites and/or features to identify locations and extent of potential pest management issues.

- ◆ Accurately provides for the detection and levels of infestation;
- ◆ Accurately identifies the pest.

4.1 Responsibility of Monitoring

Monitoring is the responsibility of all District employee's and reporting infestation to the program managers. The manager will then observe and evaluate the issue. The manager based upon the observation will implement an action plan to achieve pest management.

5.0 Record Keeping

Records of pesticide use shall be compliant to Federal, State and Local regulations.

District employees and contractors shall field-maintain a pesticide application record by site per application and turn in (within 24 hours) to the main office of the Department of Maintenance and Operations. The department will maintain files, both by site as well as an annual District wide record on Pesticide Application Record.

6.0 Evaluation

The program managers will field-evaluate the action plans to determine the effectiveness of the plan selected. The manager will use the information gathered in developing future pest management plans.

7.0 Notification

Students, parents/guardians and staff will receive information annually regarding the District's pest control program which shall include information on how to register for pre-notification of site specific pesticide applications.

7.1 Pre-notifications

Pre-notifications shall be issued forty-eight (48) hours prior to a pesticide application. The pre-notification shall state:

- ◆ The product name of the pesticide;
- ◆ The date and time of application;
- ◆ Where on site the application is to be made;

- ◆ The pest to be controlled;
- ◆ The department and phone number making the application

Pre-notifications will not be given if the facility is not to be occupied by students for two consecutive days after the application, or if a human health or safety issue is present such as, an application to control stinging insects.

The pre-notification when required shall also be posted in the site's office area.

7.2 Signage on School Grounds

Signage shall be placed at the location immediately following the application. The signage shall be flags measuring four by five inches compliant to the RCW's.

The signage shall also be placed at each primary point of entry onto the grounds. The signs shall remain for 24 hours after the application.

7.3 Signage Inside Facilities

Signage shall be posted at the location of the application. The signage shall be 8-1/2 x 11 inches and shall include the following:

- ◆ "Notice Pesticide Application"
- ◆ The product name
- ◆ Date/time of application
- ◆ Location of application
- ◆ Pest to be controlled
- ◆ Where a person can get further information

Signage shall remain in place for 24 hours after the application. Signage is not required for the application of anti-microbial pesticides or the placement of baits.

8.0 Applicators Qualifications

All pesticide applications shall be done under the direct supervision of a person in the possession of a valid Washington State Department of Agriculture License. Therefore, use of privately acquired pest control sprays (i.e. raid, ant killer, etc.) are not permitted on District property.

9.0 Pesticide Storage/Purchase

Purchases shall be limited to the amount authorized for annual usage. Pesticides shall be registered with the U.S. Environment Protection Agency and the Washington State Department of Agriculture. Pesticides will be stored and disposed in accordance with the manufacturer's recommendations, directions and state regulations. Pesticides shall be stored in a secured area not accessible to students and/or unauthorized personnel. The storage site shall be at the District's central maintenance facility located at 2222 Everett Avenue.

10.0 Outside contractors

All contractors must comply with the District's IPM program.

11.0 Facility and Landscape Design

All future construction, renovations, landscape modification and design will incorporate pest exclusion, prevention and other established IPM techniques in the plan, design and construction process.

12.0 Definitions

Pest: Any insect, rodent, nematode, snail, slug, weed or any form of plant or animal life or virus which is normally considered to be a pest (except virus, bacteria, or other microorganisms on or in a living person or other animal or in/on processed food or beverages or pharmaceuticals).

Pesticide: Any substance or mixture of substances intended to prevent, destroy, control, repel or mitigate any pest.

Any substance or mixture of substances intended to be used as a plant regulator, defoliant or desiccant; and

Any spray adjuvant, such as a wetting agent, spreading agent, deposit builder, adhesive, emulsifying agent, deflocculating agent, water modifier, or similar agent with or without toxic properties of its own intended to be used with any pesticide as an aid to the application or effect thereof, and sold in a package or container separate from that of the pesticide with which it is to be used.

Applicator: A licensed applicator that uses or supervises the use of any non restricted use pesticide, except an anti-microbial pesticide, on any school facility.

Weed: Any plant that grows where it is not wanted.

Appendix

The following are forms and notifications utilized by the IPM Program:

Annual Notification

Pesticide Notification Request

Pesticide Application Record

Annual Pesticide Application Record

Notice: Pesticide Application

Annual Notification

(Chapter 12.21 RCW, Washington Pesticide Application Act)

Everett Public Schools has a comprehensive Pest Management Program. The program covers all facets of pest control including notifications and signage. Individuals interested in reviewing the program or requiring pre-notification of pesticide applications can contact Gary Jefferis at the District Maintenance office located at 2222 Everett Avenue or call (425) 388-4770.

Everett Public Schools

2222 Everett Avenue
Everett, WA 98201

Pesticide Notification Request

2002-2003 School Year

School: _____

Name: _____ Phone: _____

Address: _____ Email: _____

Name: _____ Phone: _____

Address: _____ Email: _____

Name: _____ Phone: _____

Address: _____ Email: _____

Name: _____ Phone: _____

Address: _____ Email: _____

Name: _____ Phone: _____

Address: _____ Email: _____

Name: _____ Phone: _____

Address: _____ Email: _____

Everett Public Schools

Department of Maintenance/Operations

Pesticide Application Record

Complete the following form the same day the pesticide application is made. At the end of the workday, turn the completed form into the main office in the Maintenance and Operations Department.

Facility _____

Facility Address _____

Application Date _____ Start Time _____ End Time _____

Product Name	EPA Registration Number	Total Mix Applied	Mix Concentration	Size of Area Applied

Wind Direction: _____ Velocity of Wind: _____ Temperature: _____

Target Pest: _____ Area Applied: _____

Applicator Information:

Licensed Applicator name _____ License # _____

Applicator Address _____ Contact # _____

Name _____ License # _____ (if applicable)

Name _____ License# _____ (if applicable)

Notification Information:

Notification Required? ☐ Yes Notification Date: _____

☐ No Explain: _____

Comments: _____

Applicator's Signature

Copy to: Maintenance Department

Everett School District

To: Interested Parties
From: Department of Maintenance & Operations
Date:
Re: Pesticide Application Notice

Notice:

Pesticide Application

Pesticide:

Application Date/Time:

Application Location:

Target Pest:

For More Information Please Call:
Gary Jefferis
Department of Maintenance & Operations – 425-385-5200

This sign shall be posted at the location of the application within a school facility at least 48 hours prior to and 24 after application, except in emergency application situations.

This Landscape Is Scheduled To Be Treated With Pesticides

**For More Information Contact:
Gary Jefferis
Director, Maintenance & Operations
Everett Public Schools
(425) 385-5200**

This sign shall be posted at each primary point of entry to school grounds and at the location of the application 48 hours prior to application, except in emergency application situations.

This Landscape Is Scheduled To Be Treated With Pesticides

**For More Information Contact:
Gary Jefferis
Director, Maintenance & Operations
Everett Public Schools
(425) 385-5200**

This sign shall be posted at each primary point of entry to school grounds and at the location of the application 48 hours prior to application, except in emergency application situations.

This Landscape Has Been Treated with Pesticides

**For More Information Contact:
Gary Jefferis
Director, Maintenance & Operations
Everett Public Schools
(425) 385-5200**

This sign shall be posted at each primary point of entry to school grounds and at the location of the application 24 hours after application, except in emergency application situations.

This Landscape Has Been Treated with Pesticides

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