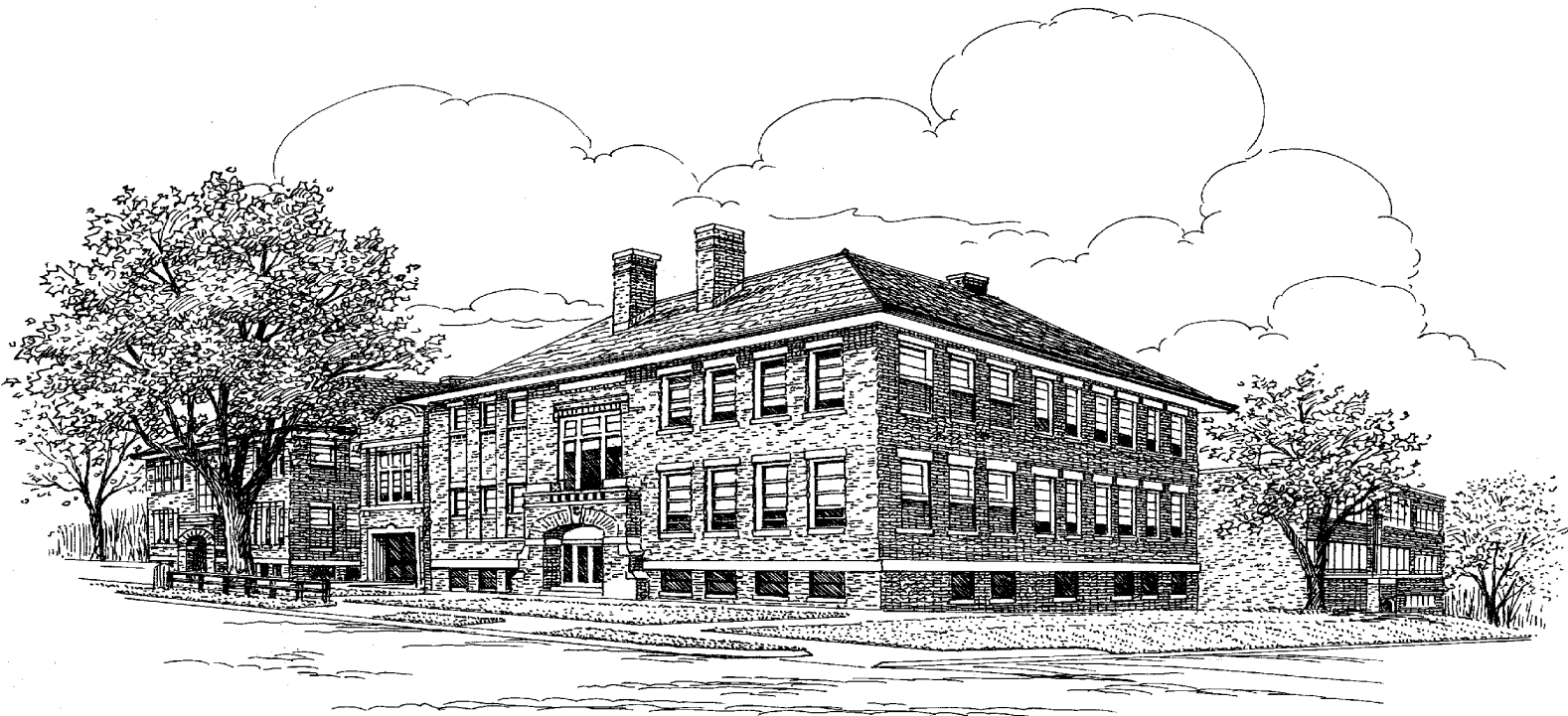


BARTONVILLE SCHOOL DISTRICT



INTEGRATED PEST MANAGEMENT PLAN

Adopted Board of Education: 12-15-2008

Bartonville School District believes the best way to control pest infestations is through the use of an Integrated Pest Management (IPM) plan. The District understands that an effective IPM in schools involves the cooperation of school staff and pest control personnel to use a variety of non-chemical methods as well as pesticides, when needed, to reduce pest infestations to acceptable levels and to minimize children's exposure to pesticides.

GOALS OF BARTONVILLE DISTRICT'S IPM PLAN

Whenever possible, the District's IPM plan will include the following elements:

- The identification of pests and their natural enemies;
- The establishment of an ongoing monitoring and record keeping system for regular sampling and assessment of pest and natural enemy populations;
- The determination of pest population levels that can be tolerated on aesthetic, economic and health concerns, and setting action thresholds where pest populations or environmental conditions warrant remedial action;
- The prevention of pest problems through improved sanitation, management of waste, addition of physical barriers, and the modification of habitats that attract or harbor pests;
- The reliance to the greatest extent possible on nontoxic, biological, cultural or mechanical pest management methods, or on the use of natural control agents;
- The use of chemical pesticides when necessary, with preference for products that are the least harmful to human health and the environment; and
- The record keeping and reporting of pest populations, surveillance techniques and remedial actions taken.

TOLERANCE OF PEST ACTIVITY

Roaches: There will be no tolerance for roaches in any area of the facility as they can carry pathogens that can cause health problems under certain circumstances.

Cereal Pests: These infest flour and other cereal grain products and will not be tolerated.

House Flies: In non food areas these are more of a nuisance than a threat to health. An occasional fly in a nonfood area should not be cause for alarm, but if there are many flies in a nonfood area it could be a sign of a sanitation problem that needs to be investigated and corrected. House flies in food area will not be tolerated.

Other Flies: Flies such as the Cluster Fly or the Carrion Fly are often found throughout the school, and small numbers do not constitute a health threat. They can be a nuisance and should be treated as such. Many flies in a room or area could indicate a problem and needs to be investigated and corrected.

Ants: In a food area they will be eliminated immediately. In nonfood areas they are strictly a nuisance and will be treated as such. Ants outside a building that are not migrating to the building should be left alone as they can be beneficial in controlling other populations.

Occasionally Invading Pests: These include crickets, spiders (except Brown Recluse and Black Widow Spiders) Boxelder Bugs, Millipedes, Clover Mites (not Fowl Mites), Springtails, etc... These insects are not a health threat and only become a nuisance if they appear in large numbers or they are found near open food areas.

Stinging or Biting Insects: These include bees, yellowjackets and other wasps, brown recluse and black widow spiders and can cause a series threat to some who are hyperallergic to stings or bites. There will be no tolerance for these pests either inside or outside of the building.

Mice: There will be no tolerance in any area of the school.

Rats: There will be no tolerance inside or outside of the school building at any time.

Birds: Generally birds do not present a problem for a school, but bird nesting on school buildings should be discouraged in order to prevent an accumulation of droppings.

Raccoons: These are protected animals and can only be removed by a specialist licensed by the Illinois Department of Natural Resources. They should be removed from the school grounds.

Squirrels: These are protected animals and can only be removed by a specialist licensed by the Illinois Department of Natural Resources.

Bats: These are protected animals and can only be removed by a specialist licensed by the Illinois Department of Natural Resources. They will be removed from the school grounds.

RESPONSE TIME TO PEST SIGHTING REPORTS

Response Time	Condition	Pest
Not over four hours	Potential physical harm to students or staff	Rodents where students or staff are likely to contact them; Wildlife (raccoons, opossums, feral cats, bats, etc.) where students or staff are likely to contact them; Stinging or biting insects
One working Day	Potential medical harm to students or staff	Fleas, Lice, Bed/Bat bugs and Poisonous spiders
One working day	Potential for food contamination	Cereal pests, Roaches, Rodents, Ants in kitchen or food storage areas and Flies around food.
One to Two working days	Sightings of large numbers of nonthreatening bugs	Ant or Termite colonies in the building; movement into the building of Millipedes, Crickets, Boxelder bugs, etc.

INSPECTION AND REPORTING SYSTEM

At a minimum of once a month a comprehensive inspection of key identified areas (kitchens, home economics room, locker rooms, restrooms, etc...) will be conducted by trained custodial/maintenance and kitchen staff. The inspections will coincide in terms of time and location with the evaluation of documented reports of pest sightings turned in by staff members.

The trained custodial/maintenance staff will:

1. Know the life cycle and habits of pests most likely found in schools;
2. Know where the signs of these pests are most likely to be found in the school facility;
3. Be familiar with the many unusual ways these pests can enter the school facility;
4. Have access to all areas of the facility;
5. Identify or obtain an accurate identification of any specimen provided by the school IPM Coordinator (district superintendent);
6. Talk to the staff person who made out the pest sighting report, evaluate the information and make a decision on any subsequent action to be taken;
7. Be familiar with pesticide safety procedures and respond to emergency situations as the need dictates;
8. Make written recommendations for the upgrading of the facility and for the changing of procedures to diminish the ability of pests to get in or to find harborage areas in the facility;
9. Follow up on the recommendations and/or changes in procedures to confirm that they have been completed; and
10. Provide a detailed written report each month on the RECORD OF PEST CONTROL PROCEDURES form.

The superintendent shall act as the IPM coordinator for the district. The IPM coordinator's duties are the following:

1. Receive and make preliminary evaluation of all written reports from other staff members that would include:
 - a. Reports of an occasional invader; these should be handled in accordance with the procedures set up under the "response times"
 - b. Reports of unknown pests should be passed on to the trained district staff member(s) for evaluation;
 - c. Reports of those pests deemed to need immediate action should be passed on to the trained custodial/maintenance personal who is designated to handled the situation as soon as possible.
2. Coordinate any pesticide applications with the many activities that are common in most schools with the goal being to minimize exposure of students and staff to pesticides;
3. Ensure that all areas of the school are accessible for inspection and/or application of control methods;
4. Ensure that any monitoring devices such as sticky traps between the periodic inspections are checked by the trained custodial/maintenance staff, if deemed advisable;
5. Be in charge of seeing that structural changes or changes in procedures are carried out;
6. Maintain written reports and recommendations in a file for review as needed; and
7. Review all written reports every six months and ensure that recommended changes are completed.

Guidelines for Periodic Inspections

Pests can occur in machinery, stacked products, dumpsters, product spills, kitchens and storage areas, excessive clutter, poor lighting locations, inaccessible storage areas and rooms located above or below infested materials.

1. All inspections should be conducted with bright flashlights. A knife or spatula, a good hand lens, screwdrivers and mirrors are also useful equipment.
2. Flushing agents (small aerosol cans of pyrethrin insecticides used to aid the inspection of voids) can be used, but care must be taken not to contaminate foodstuffs or expose occupants of the facility.
3. Inspect the pathway of incoming supplies to detect problems.
4. Special attention should be given to all spills. Check for dead insects and tracks in spilled products or dust.
5. Inspect the back of pantry shelves, floors under shelves and all dark areas.
6. Traps that use a sex attractant (pheromone) are available for nearly all stored product pests and roaches, which may be used to conduct routine inspections.
7. Keep written inspection records. Results of inspections and recommendations for changes by management or maintenance should be written in an easily understandable form.

The trained district custodial/maintenance staff will obtain the assistance of other staff members to monitor pests throughout the school which will enable the trained custodial/maintenance staff to devote attention to kitchens, food storage areas, and other rooms where pest invasion is likely.

Staff members should file written Pest Sighting Report to the superintendent when pest populations are observed in various areas of the school in order for our district to maintain an effective IPM program.

MONITORING OF AREAS FOR PESTS

Area	Cooks	IPM Trained Staff Member(s)	Maintenance and Custodians	Teachers and Staff	Students
Kitchen and Storage Areas	X	X	X		
Restrooms			X	X	X
Locker Rooms		X	X	X	X
Utility Rooms and Janitor Closets		X	X		
Entrances and Hallways			X	X	X
Classrooms			X	X	X
Outdoor areas		X	X	X	X
Cafeteria	X	X	X	X	X
Staff Lounges		X	X	X	
Student Lockers			X		X

The enclosed PEST SIGHTING REPORT should be used to report pest sightings to the district superintendent so that problem areas can be identified.

A routine monthly inspection schedule will be created by staff for kitchens, product storage areas, boiler rooms, custodial closets, locker rooms, and other key locations that are most likely to be subject to pest invasions. The PEST SIGHTING REPORT should be used for the monthly inspections conducted in the identified key locations with all reports turned into the IPM Coordinator (district superintendent).

At least once per month the trained custodial/maintenance staff should check glue traps and other monitoring devices for evidence of pest infestation.

INVESTIGATION OF PEST SIGHTINGS AND IPM MEASURES TAKEN

The trained district custodial/maintenance staff should file a monthly report of pest infestations with the district superintendent on the PEST SIGHTING/INFESTATION REPORT. The significance of the infestation as a health or nuisance issue, the type of action taken by the pest control technician, and any recommendations to reduce or eliminate conditions that encourage pest infestations should be included on the report.

FOLLOW UP AND EVALUATION OF PEST CONTROL MEASURES

All must be aware that pest problems may change. Pest may actively invade schools or be introduced on dry goods, food packaging, pallets, school bags, or other sources. As a result, our IPM program must be reevaluated periodically. It is essential that changes in food handling procedures or repairs recommended by district staff be acted on in a timely manner. A quarterly evaluation of the IPM program is important because changes within the events of the school can affect long-term success of the IPM program.

BARTONVILLE SCHOOL DISTRICT PEST SIGHTING REPORT

Description of pest seen or sample if available	
Number of pests seen	
Exact location where pest(s) were seen	
Time and date of sighting	
Name of person making report	

Please turn this form into the district superintendent's office to report pest sightings that you observe.

If an immediate hazard exists such as the presence of a stinging insect, please contact the principal's office immediately and fill this form out at a later time in the day.

BARTONVILLE SCHOOL DISTRICT PEST SIGHTING/INFESTATION REPORT

Site:		Action to be taken	Details
Pest(s): Health () Nuisance ()	Action taken by school maintenance staff	Further Monitoring	() Yes () No If yes, see attached form RECORD OF PEST CONTROL PROCEDURES
		Pesticide Application	() Yes () No If yes, see attached form RECORD OF PEST CONTROL PROCEDURES
		Trapping	() Yes () No If yes, see attached form RECORD OF PEST CONTROL PROCEDURES
Safety () Other:	Recommended action taken by school maintenance staff	Physical changes	() Yes () No If yes, See below
		Procedural changes	() Yes () No If yes, See below
		Source Elimination	() Yes () No If yes, See below
Results of communication to key school personnel			

FOR DISTRICT MAINTENANCE/CUTODIAL STAFF USE:

PLEASE TURN THIS REPORT INTO THE DISTRICT SUPERINTENDENT.

**BARTONVILLE SCHOOL DISTRICT
RECORD OF PEST CONTROL PROCEDURES**

Method of Control	Comments	
Pesticide () Yes () No	Site of application:	Application Method:
If yes, time and date of application:	Pesticide used:	Common Name & EPA Reg. #:
		Amount Used:
	Target Pest(s):	Expected results:
Nonchemical Control () Yes () No	Time and date:	Site:
	Target Pest(s):	Method of Control:
Traps () Yes () No	Location of traps:	
	Expected results:	
Mechanical exclusion () Yes () No	Building/equipment repairs:	Screening
	Harborage reduction:	Other
Procedural Changes () Yes () No	Merchandise storage:	Waste disposal
	Food handling:	Equipment Cleaning:
	Housekeeping:	Recycling programs;
	Expected results:	