

INTEGRATED PEST MANAGEMENT

Woodburn School

District

Facilities

Department

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I. INTRODUCTION

In accordance with Senate Bill 637 (incorporated into ORS Chapter 634 upon finalization in 2009) requiring all school districts to approach pest management with the least possible risk to students and staff, the Redmond School District adopts this integrated pest management (IPM) plan for use on the campuses of our district.

II. DEFINITION OF INTEGRATED PEST MANAGEMENT

Integrated Pest Management, also known as IPM, is a process for achieving long-term, environmentally sound pest suppression through a wide variety of tactics including sanitation, pest exclusion, cultural, mechanical, procedural and other non-chemical methods to reduce the food, water, shelter and access used by pests. Since IPM focuses on remediation of the fundamental reasons of why pests are here, *pesticides are rarely used and only when necessary*

A pesticide is any substance or mixture of substances intended to prevent, destroy, repel or mitigate any pest. Pests can be insects, mice and other animals, weeds, fungi or micro-organisms. Though often misunderstood to refer only to insecticides, the term pesticide also applies to herbicides, fungicides, rodenticides and various other substances used to control pests. A pesticide is also any substance or mixture of substances intended for use as a plant growth regulator, defoliant or desiccant.

IPM Basics

Education and Communication

: The foundation for an effective IPM program is education and communication. Pests can be managed effectively knowing what conditions can cause pest problems, why and how to monitor for pests, proper identification, pest behavior and pest biology.

Communication about pest issues is essential. A protocol for reporting pests or conditions conducive to pests and a record of what action was taken is the most important part of an effective IPM program.

Cultural & Sanitation Practices

: Knowing how human behavior encourages pests helps prevent them from becoming a problem. Small changes in cultural or sanitation practices can have significant effects on reducing pest populations. Cleaning under kitchen serving counters, reducing clutter in classrooms, putting dumpsters further from kitchen doors/loading docks, proper irrigation scheduling, and over-seeding of turf areas are all examples of cultural and sanitation practices that can be employed to reduce pests.

Physical & Mechanical Controls

: Rodent traps, sticky monitoring traps for insects, door sweeps on external doors, sealing holes under sinks, proper building and landscape drainage, mulching of landscape cuttings/trimmings, and keeping vegetation at least 24 inches from buildings are all examples of physical and mechanical control.

Pesticides

: IPM focuses on remediation of the fundamental reasons why pests are present.

Pesticides will be used rarely as the mechanism of control and only when alternative options fail to be effective or are an unreasonable course of action.

III. INTEGRATED PEST MANAGEMENT PLAN STRATEGY

The following, as defined in ORS 634.700, is the basis for the IPM plan for the Redmond School District. It is a proactive strategy that:

A. Focuses on the long-term prevention or suppression of pest problems through economically sound measures that:

1. Protect the health and safety of students, staff and faculty;
2. Protect the integrity of campus buildings and grounds;
3. Maintain a productive learning environment; and
4. Protect local ecosystem health;

B. Focuses on the prevention of pest problems by working to reduce or eliminate conditions of property construction, operation and maintenance that promote or allow for the establishment, feeding, breeding and proliferation of pest populations or other conditions that are conducive to pests or that create harborage for pests;

C. Includes regular monitoring and inspections to detect pests, pest damage and unsanctioned pesticide usage;

D. Evaluates the need for pest control by identifying acceptable pest population density levels;

E. Monitors and evaluates the effectiveness of pest control measures;

F. Excludes the application of pesticides on a routine schedule for purely preventive purposes, other than applications of pesticides designed to attract or be consumed by pests;

G. Excludes the application of pesticides for purely aesthetic purposes;

H. Includes school staff education about sanitation, monitoring and inspection of pest control measures;

I. Gives preference to the use of non-chemical pest control measures;

J. Allows the use of low-impact pesticides if non-chemical pest control measures are ineffective; and

K. Allows the application of a pesticide that is not listed as a low-impact pesticide only to mitigate a declared pest emergency or at the direction/order of a public health official.

To avoid a proliferation of pests and/or unnecessary applications of pesticides, several steps must be taken before any "routine" applications are allowed:

1. Staff must be educated on sanitation, monitoring, and exclusion as the primary means to control the pest.

2. An acceptable pest population density level must be established.

3. The use of sanitation, structural remediation, habitat manipulation, mechanical control or biological control methods must be incorporated into the management strategy of the pest.

4. Documentation that the above steps were ineffective.

5. The pesticide label must be read thoroughly to make sure the pesticide will be used in strict compliance with all label instructions.

IV. SCHOOL DISTRICT IPM PLAN COORDINATOR

ORS 634.720 states that the Coordinator *"must be an employee of the governed district, unit, school or entity, unless the governing body delegates pest management duties to an independent contractor."*

The Woodburn School District designates the Maintenance Supervisor as the IPM Plan Coordinator. The Coordinator is key to successful IPM implementation in our school district and is given the authority for overall implementation and evaluation of this plan. The Coordinator is responsible for:

A. Attending not less than six hours of IPM training each year;

The training shall include at least a general review of IPM principles and the requirements of ORS 634.700 – 634.750.

- B. Conducting outreach to the school community (custodians, maintenance, construction, grounds, faculty, and kitchen staff) about the school's IPM plan;
- C. Providing training as outlined in Section VII below;
- D. Overseeing pest prevention efforts by working with custodians, teachers, and maintenance to reduce clutter and food in the classrooms, and sealing up pest entry points;
- E. Assuring that the decision-making process for implementing IPM in the district is followed by continually assessing and improving the pest monitoring, reporting and action protocol.
- F. Assuring that all notification, posting, and record-keeping requirements are met when the decision to make a pesticide application is made;
- G. Maintaining the approved pesticides list; and
- H. Responding to inquiries and complaints about IPM noncompliance in writing and maintaining the written record.

V. IPM EMPLOYEE RESPONSIBILITIES

State regulations mandate that all school personnel must participate at some level in pest control management.

The responsibilities of Woodburn School District Employees are as indicated below.

A.

See Section IV above.

IPM Plan Coordinator Responsibilities

B.

Custodial staff is responsible for the following:

Custodial Services Responsibilities

1. Receiving annual IPM training provided by the IPM Plan Coordinator.
2. Checking sticky traps once per month (approximately 10 minutes) that have been set out in pre-determined "pest vulnerable areas" (e.g. staff room, kitchen, cafeteria, kindergarten classrooms, special education classrooms, home economics/life skills classrooms, concession stands, classrooms with animals/plants, custodial closets/storage).
3. Replacing sticky traps once every four months.
4. Keeping records of pest complaints using work tickets and pest logs.
5. Assuring the floor under serving counters is kept free of food and drink debris.
6. Sealing up small cracks or holes when reported by teachers or noticed by the custodian when this can be done in a short time (e.g. less than 15 minutes).
7. Recording his/her pest management observations and actions in work tickets and on a pest log maintained in the Custodian Office.
8. Reporting pest problems that he/she cannot resolve in less than 15 minutes to the IPM Plan Coordinator.
9. Reporting teachers to the IPM Plan Coordinator and Building Principal who repeatedly refuse to reduce clutter and other pest-conducive conditions in their classrooms.
10. Submitting a work ticket for maintenance personnel assistance if the custodian cannot fix a condition conducive to pests in less than 15 minutes.
11. Confiscating any unapproved pesticides (such as aerosol spray cans) discovered during inspections or regular duties and delivering them to the IPM Plan Coordinator.
12. Following up on issues listed in the annual inspection report as instructed by the

IPM Plan Coordinator (IPM Plan Coordinator will determine which schools receive annual inspections based on pest and pesticide use history).

C.

Staff involved in facilities maintenance and construction has a responsibility to work with the IPM

Plan Coordinator to ensure their daily tasks, projects and operations enhance effective pest management. This includes:

Maintenance/Construction Responsibilities

1. Receiving annual training from the IPM Plan Coordinator on the basic principles of IPM, sealing pest entry points and sanitation during construction projects.
2. Continually monitoring for conditions conducive to pests during daily work and sealing small holes/cracks.
3. Working with the IPM Coordinator to develop a protocol and priority list (with deadlines) for sealing holes, installing external door sweeps and other pest exclusion needs which cannot be done in a short period of time (*e.g. 15 minutes*).
4. Developing landscape maintenance protocols and provisions during construction and renovation projects:

- a. For pest avoidance and prevention;
- b. For erosion control, including temporary seeding, permanent seeding and/or mulching as required to minimize erosion and sedimentation in compliance with the US Environmental Protection Agency Storm-water Pollution Prevention Plan for Construction Activities;
- c. For halting construction projects if these protocols and provisions are not being met.

D. Grounds Department responsibilities

Grounds personnel are responsible for:

1. Receiving annual IPM training provided by the IPM Plan Coordinator.
2. Keeping vegetation (including tree branches and bushes) at least 24 inches from building surfaces.
3. Mulching in landscaped areas as practical to reduce weeds.
4. Fertilizing, over-seeding, maintaining proper mowing height, edging, drainage and aeration of turf.
5. Diverting landscape waste from disposal by composting, mulching and reusing materials on site; or sending landscape waste to a composting/mulching facility; or sending trimmings to a facility to be burned as bio-fuel for energy production.
6. Scheduling irrigation in turf areas to reduce weeds (see OSU turf management publications EC 1521, EC 1278, EC 1550, EC 1638-E, and PNW 299 - available free online at <http://extension.oregonstate.edu/catalog/>).
7. Following notification, posting, record keeping and reporting protocols when the decision to apply a pesticide is made.

E.

Kitchen staff is responsible for:

Kitchen Staff Responsibilities

1. Receiving annual IPM training provided by the IPM Plan Coordinator.
2. Assuring floor under serving counters is kept free of food and drink debris.
3. Promptly emptying and removing corrugated cardboard materials from the building.
4. Keeping exterior kitchen doors closed.
5. Reporting pest conducive conditions that require maintenance (*e.g., leaky faucets, dumpster too close to the building, build-up of floor grease*) to the supervisor, custodian or by submitting an on-line work request for pest management intervention.
6. Participating in any inspections conducted by the custodian or IPM Plan Coordinator.
7. Checking sticky trap monitors once per month for cockroaches or drain flies. Immediately reporting these pests and any sightings of rodents or rodent droppings to the supervisor, custodian or by submitting an on-line work request for pest management intervention.

F.

School faculty is responsible for:

School Faculty Responsibilities

1. Receiving annual on-line IPM training.
2. Keeping classrooms and work areas free of clutter.

3. Having students clean up after themselves when food or drink is consumed in the classroom.
4. Not having openly stored food in the classroom; not having any stored food in the classroom in any receptacle except one that is glass or plastic with a Snap-on lid.
5. Following the first steps of the protocol for ant management before notifying the custodian (clean up any food the ants are eating, kill visible ants, wipe down area where ants were with soapy water, notify custodian only if ants continue to be found after following these steps).
6. Reporting pests and pest conducive conditions to the custodian that have failed initial steps for ant management or by submitting an on-line work request for pest management intervention.

G.

The School Principal is responsible for:

School Principal Responsibilities

1. Scheduling time for teachers to receive annual training.
2. Receiving the same annual IPM training given to teachers.
3. Assuring that teachers keep their rooms clean and free of clutter in accordance with the IPM Plan Coordinator's instructions.
4. Assuring that all faculty, administrators, staff, adult students and parents receive the annual notice (provided by the IPM Plan Coordinator) of potential pesticide products that could be used on school property.
5. Working with the IPM Plan Coordinator to make sure all notifications of pesticide applications reach all faculty, administrators, staff, adult students and parents (via the method most likely to reach the intended recipients).
7. Assuring that all staff fulfill their role as outlined in the district's IPM plan by reducing pest conducive conditions, participating in monitoring and reporting, attending IPM training(s), and cooperating with the district's IPM Plan Coordinator.

VI. MONITORING, REPORTING AND ACTION PROTOCOLS

A.

Monitoring is the most important requirement of ORS 634.700 – 634.750. It is the Monitoring backbone of the Woodburn School District's IPM Program. It provides recent and accurate information to make intelligent and effective pest management decisions. It is defined as the regular and ongoing recorded inspection of areas where pest problems do or might occur.

As much as possible, being on the lookout for pests is to be incorporated into the daily activities of *all* school staff. Staff training on observing/monitoring will include what to look for and how to record and report the information.

1. Level 1 Monitoring: Casual observation with no recordkeeping (proven *not* helpful)

Level 2 Monitoring

- a. All staff will be trained to improve their "casual observing/looking" to level 2 standards and to report any pests and pest-conducive conditions they observe during the normal course of their daily work. (

: Casual observations with written observations (proven helpful)

Reminder: Communication is key to pest management.)

- b. IPM monitoring shall be conducted by *all*

- c. After receiving IPM training, staff will be expected to report any observed pests or pest conducive conditions to the custodian or IPM Plan Coordinator.

Woodburn School District personnel and construction workers.

- d. Custodial, maintenance, and kitchen staff are expected to set and/or check sticky monitoring traps in accordance with the district's IPM plan.

- e. A written pest log of all reported pest sightings, indications of the presence of pests and any situations conducive to attracting and harboring pests, as well as the actions taken for

intervention will be maintained in the custodial office of each school, at the main office of the Transportation Office and in the office of the IPM Plan Coordinator at the District Office.

3. Level 3 Monitoring

a. By careful inspections with written checklists, the IPM Plan Coordinator (or designee) and Custodians will periodically monitor structures for:

- i. Pest conducive conditions inside and outside the building (*e.g. structural deterioration, holes that allow pests to enter, conditions that provide pest harborage*)
- ii. The level of sanitation inside and out (*e.g. waste disposal procedures, level of cleanliness inside and out, conditions that supply food and water to pests*)
- iii. The amount of pest damage and the number and location of pest signs (*e.g. rodent droppings, termite shelter tubes, cockroaches caught in sticky traps, etc.*)
- iv. Human behaviors that affect the pests (*e.g. working conditions that make it impossible to close doors or screens, food preparation procedures that provide food for pests, etc.*)
- v. IPM management activities (*e.g. caulking/sealing, cleaning, setting out traps, treating pests, etc.*) and the effects on the pest population.

b. Grounds staff will monitor the turf and landscape for:

- i. The condition of the plants (*e.g. vigor and appearance*)
- ii. The amount of plant damage
- iii. The pH, phosphorus, and potassium levels of the turf by conducting soil tests every 3-4 years
- iv. The kind and abundance of pests (*e.g. weeds, insects, mites, moles, etc.*) as well as natural enemies (*e.g. ladybugs, spiders, lacewing larvae, syrphid fly larvae, etc.*)
- v. Any effects from unusual weather conditions in recent weeks
- vi. Proper drainage
- vii. Human behaviors that affect the plants or pests (*e.g. foot traffic that compacts the soil, physical damage to plants caused by people, insistence on having certain plants grow in inappropriate situations, etc.*)
- viii. Effects of management activities on plants and the pest population (*e.g. pruning, fertilizing, mulching, aeration, treating pests, etc.*)

B.

Sticky traps are neither a substitute for pesticides nor an alternative for reducing pest populations.

They are a diagnostic tool to aid in identifying a pest's presence, their reproductive stage, the likely direction pests are coming from and the number of pests. All staff will be made aware of the traps and their purpose so they do not disturb them. See Section V for delineation of responsibilities.

Responsibilities for Sticky Traps

C.

"A pest of concern" is a pest determined to be a public health risk or a significant nuisance pest. Reporting "Pests of Concern"

These include cockroaches (*disease vectors, asthma triggers*), mice and rats (*disease vectors, asthma triggers*), yellow jackets (*sting can cause anaphylactic shock*), cornered nutria, raccoons, cats, dogs, opossums, skunks (they can bite), and bed bugs (*significant nuisance pest*).

When pests of concern (or their droppings, nests, etc.) are observed, staff must immediately report the observations to the building custodian. The custodian must record the findings in the pest log and contact the IPM Plan Coordinator promptly.

D.

If maintenance and custodial staff cannot interpret what they find from observations of pests, signs of pests or conditions conducive for pests, they are to contact the IPM Plan Coordinator for assistance.

Action Protocols

Any structural issues that maintenance or custodial staff observe or are notified of that they can resolve in less than 15 minutes (such as sealing up holes) should be addressed immediately. Observations and actions are to be recorded on the site's pest management log located in the custodian's office. Any issues that cannot be resolved in less than 15 minutes are to be submitted by work ticket and marked for urgency of completion. The Facility Supervisor will make a determination who is the appropriate party to take action and the IPM Plan Coordinator will be notified. The issue needs to also be recorded on the site Pest Log located in the custodian's office. The IPM Plan Coordinator and the Facilities Supervisor will monitor the completion of the work order. Time and money spent to manage the pest will be recorded on the work ticket.

1. Action Protocol for Management of Small Ants

When staff observes a **small number of ants** (e.g. under 10 ants) they must:

(Also see Appendix 1A):

- a. Spend two minutes trying to find out where the ants are coming from;
- b. Kill the ants with a paper towel or similar disposable item;
- c. Remove any food or liquid the ants were eating;
- d. Wipe down the area with soapy water or disinfectant to remove pheromone Trails;
- e. And report observations and actions via email to the IPM Plan Coordinator and the head custodian.

If the ants return or there are more than a small number (e.g. under 10 ants):

- a. Spend two minutes trying to find out where the ants are coming from;
- b. And contact the custodian regarding observations.

The custodian will:

- a. Spend two minutes trying to find out where the ants are coming from;
- b. Vacuum up the ants and any food debris nearby;
- c. Vacuum up a tablespoon of cornstarch to kill most of the ants in the vacuum bag, then place the vacuum bag inside a plastic garbage bag, seal it, and dispose of it;
- d. Seal up the crack or whole where the ants were coming from (do what can be completed in less than 15 minutes);
- e. Wipe down the area with soapy water or disinfectant to remove pheromone trails;
- f. And record the observations and actions in a work ticket

2. To avoid a proliferation of small ants and/or unnecessary applications of pesticides, the routine use of ant baits is not permitted without first:

- a. Educating staff on sanitation, monitoring, and exclusion as the primary means to control the ants;
- b. Establishing an acceptable pest population density (*e.g. 10 ants*);
- c. And improving sanitation (*e.g. cleaning up crumbs and other food sources*) and structural remediation (*e.g. sealing up cracks or holes where the ants are coming from*).

3. See "Section X – Hiring an Outside Contractor

" for the action protocols for insect, rodent, vertebrate and weed control. District personnel will conduct the initial action protocols. When the district's efforts have failed, go beyond the district's expertise and/or are considered a pest emergency, the district's IPM Plan Coordinator will seek the services of an outside professional for further pest control measures.

4.

When pests go beyond an acceptable threshold established by the IPM Plan Coordinator, the Facilities Supervisor, the Support Services Director and/or the School Superintendent, action will be taken. A threshold is the number of pests that can be tolerated before taking action. The acceptable threshold for cockroaches, mice, rats, raccoons, cats, dogs, opossums, skunks and nutria is zero.

Acceptable Pest Density Thresholds

E.

1.

Inspections

The IPM Plan Coordinator will conduct routine inspections of different schools throughout the year. Site custodians are required to accompany the Coordinator during the inspections of the kitchen, staff room and any other place of concern.

Routine Inspections

After each routine inspection the Coordinator will write a report on the findings and recommendations. The report will be submitted to the school principal, school custodian and Facilities Supervisor.

2.

The IPM Plan Coordinator will conduct annual inspections at individual schools. Site custodians are required to assist the Coordinator with the annual inspection. The annual inspections will be more thorough than the routine inspections and will use the Annual IPM Inspection Form (see Appendix 2) to guide the inspections. The specific schools to be inspected will be determined by the IPM Plan based on a review of the annual number of pest problems and pesticide applications reported in the Annual IPM Report and Annual Report of Pesticide Applications.

Annual Inspections

F. Pest Emergencies

IMPORTANT: If a pest emergency is declared, the area must be evacuated and cordoned off before any other steps can be taken.

When the IPM Plan Coordinator, after consultation with school faculty and administration, determines that the presence of a pest or pests immediately threatens the health or safety of students, staff, faculty members or members of the public using the campus, or the structural integrity of campus facilities, he or she may declare a pest emergency. Examples include, but are not limited to, yellow jackets swarming in areas frequented by children, a nutria in an area frequented by children, or half a dozen mice or rats running through occupied areas of a school building.

G. Annual IPM Report

In January of each year, the IPM Plan Coordinator will provide the Facilities Supervisor, Support Services Director and the OSU School IPM Program Coordinator an annual IPM report. (Completed by IPM Plan Coordinator)

The report will include a summary of data gathered from work tickets, pest logs, as well as costs for management and pesticides (including turf and landscape pesticides). Costs for items such as sealants, fixing screens, door sweeps and other items that would not normally be considered part of pest control will not be recorded.

Prevention and management steps taken that proved to be ineffective and led to the decision to make a pesticide application will be incorporated into the annual report of pesticide applications

VII. REQUIRED TRAINING/EDUCATION

ORS 634.700 (3) (i) requires staff education "about sanitation, monitoring and inspection and about pest control measures". All staff is to have at least a general review of IPM principles and strategy as outlined in Sections II and III.

A.

ORS 634.720 (2) requires that the IPM Plan Coordinator "*shall complete not less than six hours of training each year. The training shall include at least a general review of IPM principles and the requirements of ORS 634.700 to 634.750.*" Content should include health and economic issues associated with pests in schools, exclusion practices, pest identification and biology for common pests, common challenges with monitoring, reporting, action protocols, proper use of sticky monitoring traps for insects and hands-on training on proper inspection techniques.

IPM Plan Coordinator Training

Training opportunities can be found by contacting an Education Service District or the OSU School IPM Program for information on OSU-approved training courses.

B.

The IPM Plan Coordinator will train custodial staff at least annually on sanitation, monitoring, inspection, and reporting, and their IPM responsibilities as outlined in Section V.

Training for Custodial Staff

C.

The IPM Plan Coordinator will train maintenance staff at least annually on identifying pest conducive conditions and mechanical control methods (such as door sweeps on external doors and sealing holes under sinks), and their responsibilities as outlined in Section V.

Training for Maintenance and Construction Staff

D.

The IPM Plan Coordinator will train grounds staff at least once per year. The annual training will review grounds department responsibilities outlined in Section V., data from the annual report related to pesticide applications by the grounds crew, OSU turf management publications EC 1521, EC 1278, EC 1550, EC 1638-E, and PNW 299. These publications are available free online at

Training for Grounds Staff

<http://extension.oregonstate.edu/catalog/>. Grounds staff will also be trained in basic monitoring for common outdoor pests.

E.

The IPM Plan Coordinator will train kitchen staff at least once per year on the basic principles of IPM and their responsibilities as outlined in Section V.

Training for Kitchen Staff

F. Training for Faculty and Principal All faculty of all types is mandated to be trained at least once per year on the basic principles of IPM and their responsibilities. On-line trainings will be arranged through the Human Resources Department. More extensive training will be provided to the grounds, maintenance, custodian and kitchen personnel by district's IPM Coordinator. Whenever possible, coaches who use athletic fields will be given an overview of basic monitoring and IPM practices for turf so they understand key pest problems to look for and when to report them.

VIII. PESTICIDE APPLICATIONS: REQUIRED NOTIFICATION, POSTING, RECORD KEEPING, AND REPORTING

Any pesticide application (this includes weed control products, ant baits and all professional and over-the-counter products) on school property *must be made by a licensed commercial or public pesticide applicator*

A list of potential low-impact pesticide products (Oregon State approved) will be regularly maintained on the district's Facilities Department website. These are pesticides the district could use in the event that other pest management measures are ineffective. Procedures for notification and posting of individual applications, including those for pest emergencies, will also be outlined on the website.

A.

When prevention or management of pests through other measures proves to be ineffective, the use of a low-risk pesticide is permissible. Documentation of these measures is a prerequisite to the approval of any application of a low-risk pesticide. This documentation will remain on file with the IPM Plan Coordinator and at the office of the head custodian where the application takes place. Notification and Posting for Non-Emergencies

If the labeling of a pesticide product specifies a re-entry time, a pesticide may not be applied to an area of campus where the school expects students to be present before expiration of that re-entry time. If the labeling does not specify a re-entry time, a pesticide may not be applied to an area of a campus where the school expects students to be present before expiration of a re-entry time that the IPM Plan Coordinator determines to be appropriate based on the times at which students would normally be expected to be in the area, the area can be ventilated and the area can be cleaned (when applicable) before students are present.

The IPM Plan Coordinator will give written notice of a proposed pesticide application (via the method most likely to reach the intended recipients) and at least 24 hours before the application occurs. The notice must identify the name, trademark or type of pesticide product, the EPA registration number of the product, the expected area of the application, the expected date of application and the reason for the application.

The IPM Plan Coordinator (or a designee of the Coordinator) shall place warning signs around pesticide application areas beginning no later than 24 hours before the application occurs and ending no earlier than 72 hours after the application occurs.

A warning sign must bear the words "Warning – Pesticide Treated Area", and give the expected or actual date and time for the application, the expected or actual re-entry time, and provide the telephone number of a contact person (the person who is to make the application and/or the IPM Plan Coordinator).

B.

Important Notes:

Notification and Posting for Emergencies

1. The IPM Plan Coordinator may not declare the existence of a pest emergency until after consultation with school faculty and administration.
2. If a pesticide is applied at a campus due to a pest emergency, the Plan Coordinator shall:
 - a. Review the IPM plan to determine whether modification of the plan might prevent future pest emergencies;
 - b. And provide a written report to the Facilities Supervisor and Support Services Director.
3. The Facilities Supervisor and Support Services Director shall review and take formal action on any recommendations in the report. If a pest emergency is declared, the area must first be evacuated and cordoned off before taking any other steps. The declaration of the existence of a pest emergency is the only time a non-low impact pesticide may be applied. Not less than 72 hours of advance notice will be given announcing the application of a non-low-impact pesticide, including posting warning signs at the application site. If a pest emergency makes it impracticable to give advance notice, the IPM Plan Coordinator shall issue the notice no later than 24 hours after the application occurred, but treatment warning signs at the site shall be posted no later than at the time the application occurs. ORS 634.700 also allows the application of a non-low-impact pesticide "by, or at the direction or order of, a public health official". If this occurs, every effort will be made to comply with the notification and posting requirements above.

C.

The IPM Plan Coordinator or designee shall keep a copy of the following pesticide product information on file at the office of the IPM Plan Coordinator:

Record Keeping of Pesticide Applications

1. A copy of the label
2. A copy of the MSDS
3. The brand name and USEPA registration number of the product
4. The approximate amount and concentration of product applied
5. The location of the application
6. The pest condition that prompted the application
7. The type of application and whether the application proved effective

8. The pesticide applicator's license numbers and pesticide trainee or certificate numbers of the person applying the pesticide
9. The name(s) of the person(s) applying the pesticide
10. The dates on which notices of the application were given
11. The dates and times for the placement and removal of warning signs
12. Copies of all required notices given, including the dates the IPM Plan Coordinator gave the notices

The above records must be kept on file at the office of the IPM Plan Coordinator, for at least four years following the application date.

D.

In January of each year, the IPM Plan Coordinator will provide the Facilities Supervisor and the OSU School IPM Program Coordinator an annual report of all pesticide applications made the previous year. The report will contain the following for each application:

Annual Report of Pesticide Applications

1. The brand name and USEPA registration number of the product applied
2. The approximate amount and concentration of product applied
3. The location of the application
4. The prevention or management steps taken that proved to be ineffective and led to the decision to make a pesticide application
5. The type of application and whether the application proved effective

IX. APPROVED LOW-IMPACT PESTICIDES

Note: All pesticides used must be used in strict accordance with label instructions according to ORS

634.705 (5). The IPM Plan Coordinator shall adopt a list of low-impact pesticides for use with the

Redmond School District's integrated pest management plan. Any product may be included on the list except products that:

1. Contain a pesticide product or active ingredient that has the signal words "warning" or "danger" on the label;
2. Contain a pesticide product classified as a human carcinogen or probable human carcinogen under the United States Environmental Protection Agency 1986 Guidelines for Carcinogen Risk Assessment; or
3. Contain a pesticide product classified as carcinogenic to humans or likely to be carcinogenic to humans under the United States Environmental Protection Agency 2003 Draft Final Guidelines for Carcinogen Risk Assessment.

As a part of pesticide registration under the Federal Insecticide Fungicide and Rodenticide Act (FIFRA) and re-registration required by the Food Quality Protection Act (FQPA), EPA Office of Pesticide Programs (OPP) classifies pesticide active ingredients (a.i.) with regards to their potential to cause cancer in humans. Depending on when a pesticide active ingredient was last evaluated the classification system used may differ as described above.

The National Pesticide Information Center (<http://npic.orst.edu/>) can be contacted at 1.800.858.7378

Or npic@ace.orst.edu for assistance in determining a pesticide a.i. cancer classification.

The most current list of Oregon State approved low-impact pesticides is available on our website at

<http://www.redmond.k12.or.us> and Appendix 5 of the district's IPM Plan.

X. HIRING AN OUTSIDE CONTRACTOR

On occasion when pest control is beyond the capabilities of the management of the Woodburn School District, it will hire the specialized professional services of an outside contractor. The outside contractor must have specific IPM training and a commercial applicator license in accordance with SB637.

The contractor shall be responsible for advising the district's IPM Plan Coordinator about any structural, sanitary or procedural modifications that would reduce pest food, water, harborage or access. The contractor will not be held responsible for carrying out structural modifications as a part of the pest control effort, unless both parties agree the contractor shall take responsibilities for the modifications. Minor applications of silicone sealant and other sealing materials by the contractor to eliminate pest harborage or access will need to be approved by the district's IPM coordinator on a case-by-case basis.

The district's IPM Coordinator will evaluate the progress of the contractor in terms of effectiveness and safety. The IPM Coordinator will require such changes as are necessary. The contractor will be required to take prompt action to remedy all identified deficiencies.

PEST CONTROL PROTOCOLS

The contractor shall follow the district's expectations for pest control no differently than that practiced by the Redmond School District. The differences between the Redmond School District and the contractor will be:

1. The level of expertise the contractor has in pest control management in comparison to the Redmond School District; and/or
2. Equipment the contractor has available in their business operations for pest control as compared to the Redmond School District; and/or.
3. Whom Redmond School District has determined shall apply any non-low impact pesticides.

NOTE: The Redmond School District shall defer to an outside contractor the application of any approved non-low impact pesticide that is the only recourse for controlling a pest either because lower impact controls have failed or for emergency situations or for zero threshold tolerances. The priority for insect control will be the use of non-pesticide methods. The contractor shall use non-pesticide method of control whenever possible. Examples are:

Insect Control

Portable vacuums rather than pesticide sprays will be the standard method for initial cleanouts of cockroach infestations and the control of spiders and other miscellaneous pests.

Trapping devices, such as light traps, shall be the standard method for indoor fly control. Pesticides can only be used after following the protocols of the district's IPM Plan. When pesticides are used, the Contractor shall first use pesticides on the state's approved list of low-impact pesticides and employ reduced-risk methods of application.

A. Monitoring

B.

: Monitoring devices (sticky traps, light traps, etc.) shall be used to guide decisions on appropriate pest control measures and subsequently to evaluate the effectiveness of these manners.

Insecticide Bait Formulations

C.

: Non-volatile bait formulations shall be the first choice for cockroach and ant control. If possible, baits shall be applied or placed in areas that cannot be accessed by children or building occupants.

Application of Insecticides to Cracks and Crevices

D.

: As a general rule, the contractor shall apply liquid/dry insecticide formulations as "crack and crevice" treatments only, in which the formulated insecticide is applied to hidden or protected areas that are used as harborage sites by pests.

Application of Insecticides to Exposed Surfaces

E.

: Application of insecticides to exposed surfaces shall be restricted to a pest emergency as defined in the district's IPM Plan where no alternative effective measures are practical. The contractor shall obtain approval of the district's IPM Plan

Coordinator prior to any application of insecticide to an exposed surface or any space spray treatment. No surface application or space spray shall be made while the treatment site is occupied. The contractor shall take all necessary precautions to ensure occupant and employee safety by taking all necessary steps to ensure the containment of the pesticide to the site of application.

Space Sprays: Application of pesticides as space sprays ("fogging") are strictly prohibited, except when a pest emergency as defined in the district's IPM Plan is declared. The application must follow the same restrictions outlined for surface sprays. Space sprays must be timed to allow the specific treatment site to remain unoccupied for a minimum of 24 hours. The contractor shall be responsible for ventilating the treatment site in accordance with instructions on the product label before school occupants re-enter the site. The district's IPM Plan Coordinator will assist the contractor to secure the treatment site to prevent any unauthorized entry into the area prior to ventilation or before any re-entry period specified on the product label and to arrange for appropriate cleaning of exposed surfaces by district employees before the site is approved for general use.

A.

Rodent Control

Indoor Trapping

B.

: As a general rule, rodent control inside buildings shall be accomplished with trapping devices only. All such devices shall be placed so as to conceal them from general view, make them inaccessible to building occupants, and to protect them from any adverse effects of routine cleaning and other operations.

Trapping Devices

C.

: Shall be checked on a schedule approved by the Site Plan Coordinator. The contractor shall be responsible for disposing of all trapped rodents and all rodent carcasses in an appropriate manner.

Use of Rodenticides

D.

: In exceptional circumstances, when rodenticides are deemed essential for adequate rodent control inside buildings, the contractor shall obtain approval of the district's IPM Plan Coordinator prior to making any interior rodenticide treatments. Only block (paraffin based or other types) rodenticides shall be used. Pellet pack bait formulations and packaging shall not be used in/around school buildings. All bait shall be placed in EPA-approved tamper-resistant bait boxes that can be secured to a secure.

Use of Bait Stations

1. All bait stations shall be placed out of the general view, in locations where they will not be distributed by routine operations.

: All bait stations shall be maintained in accordance with EPA and regulations, with an emphasis on the safety of no-target organisms. The contractor shall adhere to the following five (5) points:

2. The lids of all bait stations shall be securely locked or fastened shut.

3. All bait boxes shall be securely attached or anchored to floor, ground, wall or other immovable surface, so that the station cannot be picked up or moved by unauthorized personnel.

4. Bait shall always be secured in the feeding chamber of the station and never placed in the runway or entryways of the stations where it could be removed or dislodged.

5. All bait stations shall be labeled with the contractor's business name and address and dated by the contractor's technician at the time of installation and each servicing.

E. Locations of all Trapping Devices and Baiting Stations

: The locations of all devices are to be recorded in the site's Pest Log. The contractor shall record all changes/additions to this information before leaving the site during that service visit. The contractor will provide the IPM Plan Coordinator with a key and instructions for opening bait stations in the event of an emergency.

Vertebrate Pest Control

A.

(Other than Rodents)

General Vertebrate Pests

B.

: A contractor shall be responsible for the control of miscellaneous vertebrates, including snakes, raccoons and skunks. Where state, county or local regulations require the issuance of a wildlife depredation permit for the taking of such vertebrates, the contractor shall take or arrange with state licensed Wildlife Damage Control Agent (WDCA) to take such vertebrates in accordance with all state and local wildlife regulations. If the WDCA is not an employee of the contractor, then the contractor shall inform the district's IMP Plan Coordinator in advance the name of any WDCA to be used for such work. The cost for these services will be negotiated with the contractor.

Bat and Bird Populations: Situations that require more extensive exclusion methods, such as the repairs to exclude bats from established roosting sites within buildings; or the installation of mesh, pointed wire or other devices to exclude birds and bats from roosting shall be negotiated with the contractor. Annual cleanup of animal feces (e.g. guano) may be negotiated by special contract should the district's IPM Plan Coordinator and Facilities Supervisor deem it in the best interests of the Redmond School District to do so.

Weed Control

(Herbicides)

Matrix of Hierarchical Steps to Managing Weeds

The matrix shown in Appendix 1E outlines the steps taken to manage weeds. This matrix is to be used in conjunction with the Redmond School District IPM Plan. The matrix is used to identify a pest problem or issue and defines approved practices for management control. The IPM Plan Coordinator must approve any additional strategies before they can be implemented. Site personnel must always consult the district's IPM Plan Coordinator prior to taking action against pests on district property. Although irrigation, top dressing, over-seeding, fertilization and aeration are the predominate variable in maintaining quality turf, there are instances in which fields are so infested with broadleaf plants that they are no longer useable for athletic events. The uneven playing surfaces caused by a mix of grass and broadleaf weeds, such as plantains, create significant variations in footing making them difficult or unsafe to play on. Besides the uneven playing surfaces, the presence of a large number of weeds also promotes habitat for gophers, sage rats and marmots, which prefer this vegetation for food, resulting in a very uneven playing surfaces due to mounds of dirt and deep holes. These render the fields unplayable and can result in injuries when people try to play on them. Eliminating the preferred food source of these animals improves the effectiveness of this program.

APPENDICES

As Listed in Table of Contents

Woodburn School District Appendix 1A: Small Ants Pest Management for Specific Pests

Most small ants in Oregon are harmless. They do not transmit human disease and are thus called nuisance ants. Pavement and Odorous Ants are the two most common types of ants found in Oregon schools. Nuisance ants may nest outdoors under objects, in the soil or in wall voids of structures. Pavement ants nest in the soil under concrete walkways or foundations. Ants sometimes enter buildings in search of food or water or during periods of heavy rain. Some sugar-feeding ants may move indoors in winter when their preferred food source (honeydew from aphids) is gone. Ants may also be more noticeable in spring or summer as colonies are dividing and establishing new nests.

Pavement Ant

The pavement ant gets its name from commonly locating its nest in or under cracks in pavement. It also nests under stones and at the edges of pavement. In winter it will nest in buildings in crevices adjacent to a heat source. Pavement ants tend aphids for their honeydew and they feed on seeds and insect remains. Indoors they may feed on sweets and greasy food.

Odorous House Ants

The odorous house ant gets its name from the pungent, rotten-coconut-like odor given off when it is crushed. It nests in a wide variety of places both outdoors and indoors. Odorous house ants tend aphids, as well as scale insects and mealy bugs, for their honeydew which they prefer, but they also feed on other insects. Indoors they may feed on sweets, protein foods and greasy

food. When odorous house ants are disturbed or threatened, they can break off from the main colony and form satellite colonies. This is called “budding”. When odorous house ants disperse and form new colonies and nests in this way, one colony of ants can actually have multiple satellite colonies and multiple queens. Disturbances, such as spraying a pesticide on a group of odorous house ants, can actually increase the number of ants because of budding.

When Nuisance Ants Come Inside

Total eradication of nuisance ants indoors is extremely difficult. The district’s first response to any trail of ants is to clean surfaces with soapy water or disinfectant. Fortunately, most ants will leave on their own if denied access to food and water. Additional control measures are warranted if ants are entering a school in large enough numbers to cause a disruption in the learning environment. The district will use mechanical methods (such as crack sealing) first for control of the ants. Low-impact pesticide bait will only be used as a last resort.

If nuisance ants become a disruption at a school, staff should take the following steps:

If the staff can do this process quickly, they should do it of their own accord and report the sighting and action taken. Otherwise, staff should ask the custodian to vacuum any food crumbs, clean up any garbage or spills, and use soap and water to clean areas where ant trails are seen. This can prevent other ants from following the pheromone trails they leave to mark the way to food.

Make certain any other food or water sources are removed, placed in tightly sealed containers, cleaned or repaired. Food and water sources can include human or pet food, recycling bins, leaking faucets, clogged drains, damp wood, etc. For repairs, either ask the custodian to make repairs or submit a work request for the repairs.

If staff finds a place where an ant trail enters the room or building, they should mark it for later sealing by the custodian or the maintenance personnel. A temporary “seal” can be made from duct tape, if desired.

Besides sealing up holes and cracks where the ants are coming from, holes and cracks should be repaired in baseboards and cupboards, as well as around electrical outlets, pipes, sinks and toilets.

To avoid a proliferation of small ants and/or unnecessary applications of pesticides, the routine use of ant baits is not permitted without first:

When to Use Ant Baits

1. Educating staff on sanitation, monitoring and exclusion as the primary means to control the ants;
2. Establishing an acceptable pest population density (e.g. 10 ants);
3. And improving sanitation (e.g. cleaning up crumbs and other food sources) and structural remediation (sealing cracks or holes).

If the use of low-impact pesticide baits are deemed necessary, they will be placed in childproof containers and used only in areas that are out of sight and reach of children/students. Small amounts of low-impact pesticide gels or pastes may also be placed in cracks and crevices or low-impact pesticide dusts may be sprayed into wall voids.

Sanitation is important to ensure the effectiveness of any baits that are used. Ants are less likely to take a bait if there are more attractive food and water sources nearby.

Woodburn School District IPM

Appendix 1B: Carpenter Ants

Pest Management for Specific Pests

Carpenter ants are serious pests of buildings in Oregon, particularly west of the Cascade Mountains. Although they normally excavate in logs, stumps and hollow trees, these ants become pests when they move indoors.

Unlike termites, carpenter ants do not eat wood. They kick out the sawdust-like chewing's during nest building. Termites do not make sawdust. Carpenter ants do not restrict their nesting activities to wood. They can establish nests in any material they can bite into such as insulation, paper, bark and wood product mulches. Nests have even been found in stored clothing and sleeping bags. In some instances, carpenter ants will carry nest-building material, such as fir needles, into a wall space or attic.

Signs of Infestation

- Ants foraging around or inside a building

- Piles of sawdust-like borings visible under porches, in basements or emerging cracks between walls and partitions

- Slit-like holes in woodwork, especially window and door casings

- Large winged ants indoors in late winter and spring

- Faint rustling sounds in walls, floors or woodwork

- Longstanding damage may require extensive repairs, although all that may be needed is to get rid of the insects

New colonies are established either by a lone queen or by migration of an existing colony. The latter is common in buildings. Colonies disturbed by the clearing or grading of building sites often migrate. Buildings near woods are most likely to be infested.

They prefer moist, rotting timbers, but will readily mine sound, dry wood.

They can enter a building through a crevice in the foundation or through plumbing and wiring access points. They may also travel into the structure from trees overhanging the roof.

How to Recognize Them

- They are large black or red-and-black ants.

- The size varies from $\frac{1}{4}$ to $\frac{1}{2}$ inch in the worker ants to larger queens of a $\frac{3}{4}$ inch.

- They have a constriction between their thorax and abdomen (waist). If winged, there are two pairs of membranous wings that extend beyond the tip of the abdomen. The front wings are much larger than the rear wings.

Their legs originate at their waist and their antennae are angled.

They are frequently confused with damp wood termites. Both insects live in colonies and mine wood. They are controlled in different ways and it is important to distinguish between them.

Termite workers are yellowish to grayish white, up to $\frac{3}{4}$ inch long, short-legged and rather slow moving insects that spend their lives hidden from view, unless their mines are exposed. Reproductive termites are brown, thick-waisted and have long wings approximately equal in length. The antennae of termites are short and straight. Termites fly during warm, humid evenings in the fall.

Ant Control

If you locate a nest, it can be removed with a vacuum cleaner and then disposing of the bag outdoors.

Nests cannot always be found and, in this case, the control would need to be indirect by carefully placing insecticides to form chemical barriers that foraging ants must cross in their search for food. The ant then contaminates its body with the insecticide and carries it back to the nest where other ants are poisoned. Slow-acting, persistent insecticides are best for this approach. Insecticidal dusts often are used between walls, attics and other areas where water-based sprays might cause moisture problems and where emulsifiable sprays (with strong solvents) might harm fabric, wallpaper or tile.

Infestation Prevention

- Build with a concrete foundation and good ventilation

- Remove logs, stumps and waste wood near and under a structure

- Destroy all known colonies within a 100 yards of a structure

- Do not bring infested fuel wood inside

- Do not build over stumps, logs or sizeable pieces of wood

- Check for signs of ants annually

The house mouse has a light-colored belly and the rest of its fur color is variable. Individuals may be light brown, gray or even black. It has a body length of 2 ½ to 3 ½ inches and an additional length of tail from 2 ½ to 4 inches long.

The house mouse is active at night and rarely seen during the day. The presence of a mouse is usually detected by chewed materials or more often by its fecal droppings. House mouse droppings are black and tapered on at least one end and are slightly larger than a grain of rice. Mouse droppings are often seen on windowsills, in cupboards under sinks and where food is commonly eaten, stored or prepared. Mouse droppings and urine, which are continually excreted as they move about, are able to transmit several types of viruses, bacteria and parasites to humans even long after the mouse is gone. They can also trigger asthma in indoor environments.

The house mouse is the most successful rodent pest in school environments. Not only does the house mouse cause damage to structures and supplies with its chewing, it contaminates food stores and classroom supplies.

Classified as Zero-Tolerance

The house mouse is generally regarded as a zero-tolerance pest in schools for the following reasons:

They reproduce rapidly. Each female mouse averages five offspring per litter and may have as many as ten litters per year. As little as eight weeks are needed for a house mouse to develop into a reproductive adult. Even with conservative calculations, that is a lot of mice!

They are very mobile and can enter structures or move among rooms through spaces as small as a dime. They may use trees and wires to gain access to a structure's upper levels and once inside they often use wall voids and pipe pathways as a safe means of travel.

They are not picky eaters. Coupled with a strong sense of smell, a house mouse can sniff out dried foods used for classroom art projects or long-forgotten crumbs in corners. The house mouse often chews through boxes and plastic bags to eat the snacks inside a teacher's desk or classroom cupboard. They may eat items we do not consider food, such as glue and soap.

They can vector bacteria and viruses in their droppings. Humans may become infected when droppings come in contact with an open wound or when pathogens are breathed in from disturbed droppings.

For a small infestation, custodian or maintenance personnel are to set mechanical mouse traps immediately upon pest detection. The devices are to be placed in concealed areas out of reach of children. The traps are to be monitored daily.

For large infestations, professional services are to be implemented with an outside contractor by the IPM Plan Coordinator.

Rural school districts often have encounters with deer mice. While deer mice may occasionally be found indoors and are of a similar size to the house mouse, deer mice do not usually establish themselves inside school structures like the house mouse.

Prevention and Management of Infestations

Teaching, administrative and kitchen staff play a critical role in helping to prevent house mouse infestations and in helping custodial and maintenance personnel address an infestation. Mice, along with other pests, are drawn by the availability of food, water or shelter. Denying them these things helps prevent or manage infestations.

Report mouse droppings to the custodian so that they can be cleaned up immediately and the area can be properly monitored for further house mouse activity.

Limit classroom and office food to a specific area that is cleaned daily.

Store food in hard plastic or glass containers with a tight-fitting lid. This includes desk and cupboard snacks as well as kitchen food items that are not canned. For kitchens, these items may alternatively be stored in a refrigerator or walk-in cooler.

Clean up after meal times. Pay attention to wall bases, corners and other undisturbed areas where food accumulates. In kitchens and pantries, sweep and mop underneath equipment daily.

De-clutter classrooms and offices. Consider recycling or discarding items that have not been used in three or more years. Install wire shelving to keep stored items off of the floor so they cannot provide shelter or a source of food to mice.

Replace corrugated cardboard with clear plastic bins. Mice will nest in cardboard boxes or may chew the material to create a nest elsewhere.

Remove stuffed fabric-covered furniture such as sofas and overstuffed chairs. Mice often nest in the furniture materials or forage for food underneath cushions.

Report problems such as gaps below exterior doors, around pipes or windows, and leaky pipes/faucets.

Cleaning Up After Mouse Droppings

Mouse droppings, whether fresh or old, may transmit viruses and bacteria. If cleaning mouse droppings is among your job duties, there are some important measures to keep in mind.

Mouse droppings should not be swept or vacuumed. Doing so can allow viruses and bacteria to become airborne and inhaled.

Wear rubber or plastic gloves.

Wet the area with mouse droppings using a disinfectant. Disinfectants are effective against both bacteria and viruses if allowed to stand for 10 minutes.

Using a wet cloth or paper towel, wipe up the droppings and dispose of the droppings and paper towels in a trash bag. Throw the trash bag out immediately.

If using a washable cloth and reusable gloves, they are to be cleaned in hot soapy water.

For an area with a large amount of rodent droppings, wear a face mask with a HEPA filter.

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Appendix 1D: Yellow Jackets & Paper Wasps Pest Management for Specific Species

Description

Yellow jackets are heavy-bodied wasps with black and yellow or white markings. They live in gray, papery nests, located either below ground or suspended above the ground.

“Worker” yellow jackets hunt for insects or feed on carrion or rotting fruit. Workers are attracted to any meat-based or sugary item. Food is carried back to the nest where it is fed to nest-mates. Stings usually occur through accidental contact with the nest entrance. Workers vigorously defend the nest and queen against intruders. A queen is the epicenter of each yellow jacket nest. Her sole responsibility is to lay eggs. She begins a nest in the spring by laying a few eggs and raising these workers to adults. At this point, the queen may no longer leave the nest to hunt. Workers provision, expand and defend the nest. As spring and summer pass, the nest grows as new workers are reared and assume their role. By the end of the summer, nests may contain hundreds or even thousands of workers. By August or September, these venomous social insects are the most troublesome and dangerous. In the fall, yellow jacket nests have also produced a crop of queens and males. By the first frost, most workers and queens leave the nest to find a protected spot to spend the winter. They reemerge in spring to begin the cycle all over again. Only new queens survive the winter and these queens almost never reuse the previous year’s nest the following spring.

Control of the Nuisance Nest

It might occasionally be necessary to destroy a yellow jacket nest because it is near human activity.

Safe and effective tips:

Treat the nest at night or first thing in the morning when it is cold because the workers are inside the nest and relatively calm.

Use one of the aerosols that propel a stream of insecticide “up to 20 feet” so that you can stand off at a safe distance and treat directly into the nest opening.

Do not pour petroleum products into ground nests. This is dangerous, environmentally harmful and illegal.

Use a pesticide specifically made for yellow jacket control only. Be sure to read and follow the pesticide product label. The label is the final word on what does or does not constitute a legal and safe application.

Never attempt to remove or destroy honeybee hives.

Poison Baits

Finding below-ground nests is difficult, so pest control professionals may resort to use of poisoned baits to achieve area-wide control. Poison baits can be extremely hazardous but are effective for severe yellow jacket infestations. Baits work by luring the worker yellow jackets to carry a bit of poisoned food back to the nest, thereby getting the poison to those in the nest. These baits contain an encapsulated insecticide. The instructions accompanying the insecticide describe how to use it and must be followed exactly. Bait stations must be protected so that other animals cannot get to the poisoned bait. Poisoned baits should only be used after about July 15 when nests have begun to expand rapidly. Prior to this date you may be disrupting beneficial species.

Trapping

Non-toxic yellow jacket traps are available in yard and garden stores. The most effective traps use a synthetic attractant to lure worker yellow jackets into a trap. Fruit juice or various meats can be used as attractants as well. Traps may provide some temporary relief by drawing workers away from people, but they are not effective for area-wide nest control.

Reactions to Stings

Some people are allergic to the venom of yellow jackets and others are allergic to bee stings. Both reactions can be life-threatening to some people. Bee stings can occur anytime bees are out of their hives, but are far less common than yellow jacket stings. Yellow jackets are more likely to sting without provocation, their sting is more painful and normally no stinger remains in the skin. A single yellow jacket may sting more than once. Honeybees are much less likely to sting and their sting is not so painful. The honeybee leaves behind its stinger and a single honeybee can only sting once. The stinger should never be squeezed when removing, but rather scraped away with a fingernail.

Other Wasps

Other wasps include the mud dauber (nests made from wet soil) and paper wasps (nest are small and open). Both are less aggressive and normally will not sting or swarm when away from their nest.

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Appendix 1E: Ground Pests - Weeds

Pest Management for Specific Species

Irrigated Fields - Weed Control

This matrix is to be used in conjunction with the Woodburn School District IPM Plan. The matrix is used to identify a pest problem or issue and defines approved practices for management control. The IPM Plan Coordinator must approve any additional strategies before they can be implemented. Site personnel must always consult the district's IPM Plan Coordinator prior to taking action against pests on district property.

Matrix of Hierarchical Steps to Managing Weeds

Threshold Codes

P(Presence) C(Complaint) W(Work Order) I(Inspection) S(Safety) V(Vitality/Vigor)

IPM Response Codes

PV(Prevention) E(Exclusion) SM(Structural Modification) T(Tolerance)

LEVEL 1: This is the preferred first action. It is approved for school supervised volunteers or district staff.

Action Threshold Performed

By Staff

Performed

By

Volunteer

IPM

Response

Code

Comment

Site Inspection

Inspect & Adjust Irrigation

Hand Cultivating

Increased Mowing

Over-Seeding

Top Dressing

Irrigation Repair

Aeration

Field Renovation

Compost

Organic Fertilizer

Other _____

LEVEL 2: This is the preferred second action. This action is approved for the licensed applicator whether they are

District staff or a contractor.

Action Threshold Performed

By Staff

Performed

By

Contractor

IPM

Response

Code

Comment

Broadleaf Spraying

Fertilizing Spraying

LEVEL 3: This is the preferred last action. Action requires additional approval of the school district before a licensed

Applicator, district staff or contractor, can perform an action at this level.

No currently approved treatment.

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Appendix 2

Pests & Pest-Conducive Conditions Inspection Checklist Form

SCHOOL / SITE:

INSPECTED BY: Jeff Curry, IPM Plan Coordinator

DATE:

INSPECTED BY: _____, Custodian

ENTRYWAYS TYPE YES NO NOT

SURE N/A

Doors are closed when not in use
Doors shut tightly and close on their own
Door sweeps installed and no 1/4" gap
Cracks and crevices around door are sealed

Other:

Other:

Signs of Pests Present

NOTES:

OUTSIDE AREAS TYPE YES NO NOT

SURE N/A

Area free from trash & other attractants
All trash cans have secure lids
Trash cans are cleaned regularly
Site has good drainage & no standing water
Bushes, shrubs, trees 24" from building
Tree branches not overhanging roof
Dumpsters located away from building
Dumpsters clean
No gaps between windows and frame
Eaves & roofs free from birds, wasps, etc.
Play structures free from wasp harborage

Other:

Other:

Signs of Pests Present

NOTES:

KITCHEN & FOOD PREPARATION AREA TYPE YES NO NOT

SURE N/A

Free of unauthorized pesticides
Trash emptied daily
Door sweeps installed w/ no 1/4" gap
Floor clean at every corner & no pest signs
Area free of standing water
Floor drains and floor sinks are clean
All faucets close properly, no leaks or drips
Clean under stoves, sinks and dishwasher
No open holes or other access to outside
Wall & floor cracks are sealed properly
Operable windows have screens
Vents are free of grease
Storage is kept off of floor on wire rack shelf
Food stored in sealed containers
Corrugated cardboard boxes present
Long term items stored in cardboard boxes
Dated pest monitors (sticky traps) present
Breaker boxes free of pest evidence

Other:

Other:

Signs of Pests Present

NOTES:

CUSTODIAL OFFICE & CLOSETS TYPE YES NO NOT

SURE N/A

Area is free of unauthorized pesticides
Mops are clean & hanging when not in use
Closets are free of trash and food
Closets are organized and clean
Trash cans / carts are clean & emptied daily

Break area is clean & free of food & trash
Break area free of fabric couches & chairs
Storage areas free of cardboard boxes
Pest log present
IPM records on file & available

Other:

Other:

Signs of Pests Present

NOTES:

**BOILER & MECHANICAL ROOMS TYPE YES NO NOT
SURE N/A**

Area is free of unauthorized pesticides
Room is free of standing water
Room is cleaned regularly
Room is free of trash and food
Room is free of storage & cardboard boxes
Floor drains are clean
Plumbing is free of leaks & condensation
Floor & wall cracks are properly sealed
Outside air intakes are properly screened
Outside air intakes are free of debris

Other:

Other:

Signs of Pests Present

NOTES:

**STAFF LOUNGE TYPE YES NO NOT
SURE N/A**

Room is free of fabric couches & chairs
Area clean behind & under microwave
Area clean behind & under vending machine
Area clean behind & under refrigerator
Counters clean & free of open food, crumbs
Floor at every corner clean & no pest signs
Area under sink is clean
Cupboards are clean & food in containers
Area free of unauthorized pesticides
Dated pest monitors (sticky traps) present

Other:

Other:

Signs of Pests Present

NOTES:

**CLASSROOM or OFFICE TYPE YES NO NOT
SURE N/A**

Area free of unauthorized pesticides
Room free of clutter
Indoor plants healthy & free of pests
Desks/closets/cubbies clean & free of food
Food is stored in sealed plastic containers
Animal/bird cages clean in & around area
Pet food stored in sealed plastic containers
Sinks free of dripping or standing water
Gaps/holes under sinks/counters are sealed
Holes & gaps to the outside are sealed
Outside windows/doors close tightly/no gaps
Window screens (if any) in good repair
Long-term storage in cardboard boxes

Other:

Other:

Signs of Pests Present

NOTES:

CLASSROOM or OFFICE TYPE YES NO NOT
SURE N/A

Area free of unauthorized pesticides

Room free of clutter

Indoor plants healthy & free of pests

Desks/closets/cubbies clean & free of food

Food is stored in sealed plastic containers

Animal/bird cages clean in & around area

Pet food stored in sealed plastic containers

Sinks free of dripping or standing water

Gaps/holes under sinks/counters are sealed

Holes & gaps to the outside are sealed

Outside windows/doors close tightly/no gaps

Window screens (if any) in good repair

Long-term storage in cardboard boxes

Other:

Other:

Signs of Pests Present

NOTES:

OTHER ROOM TYPE YES NO NOT
SURE N/A

Area free of unauthorized pesticides

Room free of clutter

Room is free of trash and open food/crumbs

Food is stored in sealed plastic containers

Room free of dripping or standing water

Floor & wall cracks are properly sealed

Outside windows/doors close tightly/no gaps

Window screens (if any) in good repair

Long-term storage in cardboard boxes

Other:

Other:

Signs of Pests Present

NOTES:

Woodburn School District IPM

Appendix 3

Pest Log Form – Observations and Actions

SITE NAME _____

REPORT OF OBSERVATIONS

CORRECTIVE MEASURES

Date Name Specific Location Pest/Problem Action Taken
& By Whom Cost Date

Woodburn School District IPM

Appendix 4

Employee Training Outlines

A. Pests and Pesticide Concerns

1. Public health risks
2. Pesticide risks

B. Introduction to Integrated Pest Management (IPM)

1. IPM is
2. IPM involves

C. Benefits of IPM

1. More effective, efficient and long-lasting solution to specific pest issues
2. Reduced pesticide use
3. Improved children's health
4. Improved working environment
5. Long-term cost savings for school district

D. Requirements of ORS 634.700 – 634.750

1. Redmond School District's Integrated Management Plan (IPM)
2. District's IPM Plan Coordinator role
3. Certified/licensed pesticide applicators
4. Pesticide use only after all other control measures have been implemented
5. Pest logs and work ticket requests for pest control
6. State approved list of low-impact pesticides
7. Pesticide application notifications and postings
8. Annual IPM report

E. Understanding Pest Basics

1. Food

2. Water

3. Shelter

F. Role of Staff

1. Awareness of pest conducive conditions in schools and the school grounds

2. Reduction of pest conducive conditions

3. Monitoring and communication (*pest logs and work tickets*)

4. Sanitation

5. Cultural changes

6. Education and annual employee training

7. Appropriate response action for employee target groups a.

i. Responsible for keeping classrooms and staff lounges free of open food and clutter, including no excess paper and cardboard (stacked or otherwise)

General Faculty

ii. Responsible for not storing food in any container other than a plastic Rubbermaid like one with a snap-sealed lid

iii. Responsible for initial cleanup of 10 or less ants, disposal of attracting food debris and wiping area where ants were found to destroy their pheromone trail

iv. Responsible for reporting observations and actions to the custodian; responsible for monitoring for repeat problem

v. Responsible for reporting maintenance needs

b.

i. Responsible for keeping kitchen, pantry and serving areas free of food and debris

Kitchen Staff

ii. Responsible for removing flattened cardboard containers to designated recycle bins

iii. Responsible for initial cleanup of 10 or less ants, disposal of attracting food debris and wiping area where ants were found to destroy their pheromone trail

iv. Responsible for reporting observations and actions to the custodian; responsible for monitoring for repeat problem

v. Responsible for monitoring sticky traps placed in working area vi. Responsible for reporting maintenance needs

c.

i. Responsible for the removal of trash and recycle material on a regular routine basis

Custodial Staff

ii. Responsible for keeping dumpster area tidy and free of food waste on the ground

iii. Responsible for not storing food in any container other than a plastic Rubbermaid like one with a snap-sealed lid

iv. Responsible for initial cleanup of 10 or less ants, disposal of attracting food debris and wiping area where ants were found to destroy their pheromone trail

v. Responsible for minor cleanup and sealing of cracks/crevices that require 15 minutes or less of work

vi. Responsible for reporting a need for maintenance repairs and preventative maintenance requiring 15 minutes or more of work

vi. The head custodian is responsible for maintaining a pest log in the custodial office

vii. Responsible for setting, monitoring and reporting mouse traps and sticky traps

d.

i. Responsible for monitoring and remediation of pest conducive conditions

Maintenance Staff

ii. Responsible for building repairs to prevent the harborage and entrance of pest

iii. Responsible for repairing building damages caused by pests

iv. Assists the IPM Plan Coordinator to develop protocols and provisions for pest avoidance and prevention during construction and renovation projects

e.

i. Responsible for reviewing the OSU turf management publications

Grounds Staff

ii. Responsible for mulching landscaped areas and aeration of turf.

iii. Responsible for an adequate irrigation schedule that does not stress shrubs and turf by under or over watering

iv. Responsible for an irrigation schedule that prevents erosion and “ponding” of water

v. Responsible for the pest control of gophers, moles and voles

vi. Responsible for keeping vegetation 24 inches from buildings

vii. Responsible for checking the health of shrubs and trees and keeping them trimmed

G. Communication & Resource Information

1. MSDS binders

2. Email notices

3. Facilities Department website

4. Contact phone numbers

5. OSU Extension Service

Woodburn School District IPM

Appendix 5

State Approved List of Low-Impact Pesticides

In accordance with ORS 634.700 – 634.750, the products listed below are classified as low-impact pesticides. Section ORS 634.705, Section (5) states:

A governing body (school district) shall adopt a list of low-impact pesticides for use with the integrated pest management plan. The governing body may include any product on the list except products that:

- (a) Contain a pesticide product or active ingredient that has the signal words “warning” or “danger” on the label;
- (b) Contain a pesticide product classified as a human carcinogen or probable human carcinogen under the United States Environmental Protection Agency 1986 Guidelines for Carcinogen Risk Assessment; or
- (c) Contain a pesticide product classified as carcinogenic to humans or likely to be carcinogenic to humans under the United States Environmental Protection Agency 2003 Draft Final Guidelines for Carcinogen Risk Assessment.

No products on the list below have a carcinogen classification under the 1986 Guideline of “human carcinogen” or “probable human carcinogen”. No products on the list have a carcinogenic classification of “carcinogenic to humans” under the 2003 draft guidelines. All products on the list have the signal word of “caution” and no higher.

List of “low-impact pesticides” that meet the requirements of ORS 634.700 – 634.750:

Product Name Formulation EPA Registration # Active Ingredient

Advion Ant Gel Bait Gel 352-746 Indoxacarb
Advion Cockroach Gel Bait Bait Gel 352-652 Indoxacarb
Agristar Liquid 42750-60 Glyphosate, isopropylamine salt
Aquamaster Liquid 524-342 (-ZF) Glyphosate, isopropylamine salt
Bee Bopper II, ARI
Wasp and Hornet Killer
Pressurized
Liquid
7754-44 Tetramethrin
d-Phenothrin
Boric Granular 9444-129 Orthoboric Acid, Boric Acid
Casoron 4G Granular 400-168 Dichlobenil
Crossbow Emulsifiable
Concentrate
62719-260-5905 2,4-D, butoxyethyl ester
Triclopyr, butoxyethyl ester
K-Orthrine Dust Dust 432-772 Deltamethrin
Delta Dust Dust 28293-322 Deltamethrin
Demand G Insecticide Granular 100-1240 Lambda-cyhalothrin
The Andersons 0.25%
Granular Dithiopyr Herbicide
Granular 9198-213 Dithiopyr
EcoEXEMPT G
Granular Insecticide
Granular Exempt Eugenol (clove oil)

Thyme Oil
EcoEXEMPT IC-2
Insecticide Concentrate
Concentrate Exempt Rosemary Oil
EcoPCO WP-X
Wettable Powder Insecticide
Wettable
Powder
67425-25655 Pyrethrins
2-Phenyethyl propionate
Oil of Thyme
Envoy Plus Emulsifiable
Concentrate
59639-132 Clethodim
Product Name Formulation EPA Registration # Active Ingredient
Generation Mini Blocks Pellets/Tablets 7173-218 Difethialone
Glyphogan
Herbicide Plus
Liquid 66222-176 Glyphosate, isopropylamine salt
Gly Star Plus Liquid 42750-61-72693 Glyphosate, isopropylamine salt
Gourmet Liquid Ant Bait Impregnated
Materials
73766-2 Disodium Octaborate Tetrahydrate
Grant's Ant Control A
Bait Station
Impregnated
Materials
1663-33 Hydramethylnon
Hi-Yield Super Concentrate
Kill-Zall II
Soluble
Concentrate
42750-61-7401 Glyphosate isopropylamine salt
InTice Thiquid Ant Bait Soluble
Concentrate
73079-7 Sodium Tetraborate Decahydrate
Landmaster BW Soluble
Concentrate
42750-62 2,4-D, isopropylamine salt
Glyphosate, isopropylamine salt
Maxforce Ant Bait Gel Bait Gel 432-1264 Fipronil
Maxforce FC
Professional Insect
Control Roach Killer Bait Gel
Bait Gel 432-1259 Fipronil
Maxforce Professional insect
Control Roach Killer Bait Gel
Bait Gel 432-1254 Hydramethylnon
Milestone VM Plus Emulsifiable
Concentrate
62719-572 Aminopyralid, trisopropanolamine
salt, Triclopyr, triethylamine salt
MotherEarth D Pest
Control Dust
Dust 499-509 Diatomaceous Earth (amorphous
silica)

MotherEarth Granular Scatter
 Bait
 Granular 499-515 Boric Acid
 MotherEarth Wasp & Hornet Pressurized
 Liquid
 499-519 d-Limonene
 Optigard Ant Gel Bait Ready-to-Use
 Solution
 100-1260 Thiamethaxom
 Orange Guard Ready-to-Use
 Solution
 61887-1-AA d-Limonene
 Patrol Insecticide Emulsifiable
 Concentrate
 100-1066 Lambda-cyhalothrin
 Phantom Termiticide-
 Insecticide
 Emulsifiable
 Concentrate
 241-392 Chlorfenapyr
 QuickSilver Herbicide Emulsifiable
 Concentrate
 279-3301 Carfentrazone-ethyl
 Raid Wasp and Hornet Spray Pressurized
 Liquid
 4822-553 Cypermethrin Pralletrine
 Rescue W H Y Spray for
 Wasp, Hornet & Yellowjacket
 Nests
 Pressurized
 Liquid
 Exempt Lemongrass Oil,
 Clove Oil (Eugenol), Rosemary Oil,
 Geranium Oil
 Rodeo Soluble
 Concentrate
 62719-324 Glysophate, isopropylamine salt
 RoundUp Pro Concentrate Liquid 524-529 Glysophate, isopropylamine salt
 RoundUp Pro Max Soluble
 Concentrate
 524-579 Glysophate, potassium salt
 Safari 20 SG Insecticide Emulsifiable
 Concentrate
 33657-16-59639 Dinotefuran
 Safer Brand Wasp and Hornet
 Killer
 Liquid Aerosol 36488-47 d-Limonene. Pyrethrinds.
 Potassium Salts of Fatty acids,
 Indian Palmarosa Oil
 Snapshot 2.5 TG Granular 62719-175 Trifluralin Isoxaben
Product Name Formulation EPA Registration # Active Ingredient
 Talstar P Professional
 Insecticide
 Emulsifiable
 Concentrate
 279-3206 Bifenthrin

Temprid SC Insecticide Soluble
Concentrate
432-1483 Imidacloprid
beta-Cyfluthrin
Termidor SC Soluble
Concentrate
7969-210 Fipronil
Terro Liquid Ant Bait Ready-to-Use
Solution
149-8 Sodium Tetraborate Decahydrate
TZone Emulsifiable
Concentrate
2217-920 Dicamba
2,4-D. 2-ethyhexyl ester
Triclopyr, butoxyethyl ester
Sulfentrazone
Whitmire PT 515
Wasp Freeze
Pressurized
Liquid
499-362 d-trans Allethrin
d-Phenothrin

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Appendix 6 - Pesticide Application Notification Form

HERBICIDE APPLICATION NOTICE

The Facilities Department hereby gives notice the Redmond School District grounds personnel will be spot

spraying weeds at the following site and date between 6 a.m. – noon, weather permitting.

Woodubrn High School &

Wednesday 5th & Thursday 6th

These grass areas will be posted as closed for four hours or until the grounds personnel have determined the product being applied has had sufficient time to dry on the vegetation. Please notify pertinent personnel accordingly.

The product being applied is listed below. The material safety data sheet is located in the red MSDS binder at your facility.

Barrage EPA # 5905-529

Quick Silver EPA # 279-3265

Type of Product – Selective Herbicide

If you have any questions or concerns, please contact Jeff Curry at 977-6943 or Marcy Tretheway at 923-8266.

Woodburn School District IPM

Appendix 7 - Pesticide Application Posting Sign

WARNING

PESTICIDE

TREATED AREA

A herbicide application is scheduled for:

DATE 9/5/2012 TIME 6:00 AM

9/6/2012 TIME 6: 00 AM

Expected re-entry into area is:

DATE 9/5/2012 TIME 12:00 Noon

9/6/2012 TIME 12:00 Noon

SITE: McCall / Gregory

PRODUCT APPLIED: Barrage/Quick Silver

A label and MSDS is available at site office.

**Please contact Jeff Curry @ 541-977-6943
for further information.**

Woodburn School District IPM

Appendix 8 - Pesticide Application Report Form

SITE INFORMATION

Site Name

County Deschutes

Physical Address

Pest Condition Specify Type

Weed

Insect

Rodent

Other

PESTICIDE PRODUCT INFORMATION

Product (Brand) Name

Supplier

EPA Reg. #

Formulation Type Granular

Liquid

Other (specify)

Pesticide Label (document attached)

MSDS (document attached)

APPLICATION INFORMATION

Application Date (month/day/year)

Start Time

Stop Time

Site Notification Confirmation (initials) Date

Copy of Notice(s) (documents attached)

Temperature

Wind Speed & Direction

Warning Sign Posted Confirmation (initials) Date

Warning Sign Removal Confirmation (initials) Date

Product Concentration Amount Note Units & Area

Pesticide Amount

Carrier Type & Amount

Surfactant Type & Amount

Location(s) of Application Exterior (fencelines, beds, parking, swales, eaves)

Interior (kitchen, lounge, classroom, custodial closet)

Total Product Amount Applied (volume or weight)

Total Area of Application(s) (acres, feet, etc.)

Application Device Spray Bottle

Backpack

Bait

Boom Sprayer

Crack/Crevice

Other (specify)

APPLICATION COMMENTS

Explain whether or not the application was effective:

APPLICATOR INFORMATION

Applicator Name(s) & Phone Contact # Jeff Curry 541-977-6943 / Don Sledge 541-977-6944

License # AG-L0158679PPA / AG-L1005102PPA

Category # 802 / 802

Signature of Applicator(s)

Woodburn School District IPM

Appendix 9 - Annual IPM Report Form

Report Date: January __, 20__

Report Submitted By IPM Plan Coordinator: Jeff Curry, RSD Lead Groundskeeper

Report Submitted To:

Woodburn School District School Board

OSU School IPM Program Coordinator

Written Summary of Overall Pest Management for the Year

Report of Ineffective Prevention and Management Steps Leading to Pesticide Application

Pest Problem: Date(s):

Prevention and Management Steps:

Date(s):

Reason for Ineffectiveness of Control Measures:

Name of Pesticide Applied Application Date:

Reported Data Summary of All

School Sites

Ineffective Prevention & Management Steps Taken

Small Ants

Bats

Cockroaches

Spiders

Yellow Jackets

Wasps

Mice

Other _____

Other _____

Other _____

Total

Standing Water in Kitchen

Window Screens Tears / Missing

Gap Under External Door

Hole / Crack

Cluttered Room

Corrugated Cardboard

Food Debris / Sanitation Issue

Open or Improperly Stored Food

Other _____

Other _____

Other _____

Total

Area Cleaned / Sanitized

Clutter Reduced

Corrugated Cardboard Recycled

Rodent Traps Set

Hole / Crack Sealed

Window Screen Repaired

External Door Sweep Installed

Food Properly in Containers

Pesticide Application

Other _____

Other _____

Other _____

Total

Woodburn School District IPM

Appendix 10 - References and Source Materials

Oregon State University

Information regarding IPM Program, IPM in schools and IPM Plan Coordinator training

Website: <http://www.ipmnet.org/Tim> Click on "IPM in Schools"

Tim Stock: stock@science.oregonstate.edu 541-737-6279

Jenifer Snyder: jennnifer.snyder@science.oregonstate.edu 541-737-2820

Oregon Department of Agriculture

Licenses for commercial pesticide operators and commercial/public pesticide applicators and trainees

Website: <http://Oregon.gov.ODA/PEST>

Email: pestx@oda.state.or.us

Phone: 503-986-4635

National Pesticide Information Center

NPIC provides objective, science-based pesticide information. It is a cooperative agreement between

Oregon State University and the US Environmental Protection Agency. The NPIC can assist in determining a pesticide active ingredient for cancer classification

Website: <http://npic.orst.edu>

Email: npic@ace.orst.edu

Phone: 1-800-858-7378