



IPM Plan

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INTRODUCTION

Pests are populations of living organism (animals, plants, or microorganism) that interfere with use of healthcare and other facilities for human purposes.

Integrated Pest Management (IPM) is an approach that establishes a sustainable approach to managing pests by combining biological, cultural, physical and chemical tools in a way that minimizes economic, health and environmental risks.

Moline – Coal Valley School District #40 has adopted this Integrated Pest Management Plan for the buildings and grounds Moline – Coal Valley School District #40 manages. The plan outlines procedures to be followed to protect the health and safety of staff, students, parents, and visitors from pest and pesticide hazards. The plan is designed to voluntarily comply with policies and regulations promulgated by the Department of Agriculture for public buildings and health care facilities.

Objectives of this IPM plan include:

- Elimination of significant threats caused by pests to the health and safety of students, staff and the public.
- Prevention of loss or damage to structures or property by pests.
- Protection of environmental quality inside and outside buildings.

This IPM plan will be stored in the office of the IPM Coordinator.



IPM COORDINATOR

The Director of Facilities shall be Moline – Coal Valley School District #40 IPM Coordinator and be responsible to implement the IPM plan and to coordinate pest management-related communications between Moline – Coal Valley School District #40, its landlords, service providers, staff, students, parents and guardians.

IPM COMMITTEE

Moline – Coal Valley School District #40 will maintain an IPM or other safety-related committee with responsibility for annual review of the IPM program and for assisting the IPM Coordinator in resolving pest-related issues. The committee will address IPM issues as needed and at least annually. Minutes will be taken of committee meetings and kept on file by the IPM Coordinator. Membership will include the IPM Coordinator and IPM Site Coordinators, and may also include community members, health advocates, parents and representatives from the Illinois IPM program.

POSTING AND NOTIFICATION OF PESTICIDE APPLICATIONS

The IPM Coordinator shall be responsible to annually notify parents and guardians of the procedures for requesting notification of planned and emergency applications of pesticides in facility buildings and on facility grounds.

When pesticide applications are scheduled in Moline - Coal Valley School District #40 managed buildings or on grounds, Moline - Coal Valley School District #40 Service Providers and staff shall provide notification in accordance with law, including:

- Posting a pest control information sign with the date, time and location of the application and the product applied in an appropriate area and including contact information for additional details.
- Providing this information to all individuals working in the building.
- Providing this information to all parents and guardians who have requested notification of individual applications of pesticides.

Where pests pose an immediate threat to the health and safety of students or employees, Moline – Coal Valley School District #40 may authorize an emergency pesticide application and shall notify by telephone any parent or guardian who has requested such notification. Disinfectants, anti-microbials and self-contained or gel-type pesticide baits



applied in inaccessible areas are exempt from posting, notification and the 7-hour reentry requirement.

RECORD KEEPING & PUBLIC ACCESS TO INFORMATION

Moline – Coal Valley School District #40 will maintain records of all Service Provider visits and pest control treatments for at least three (3) years. Information regarding pest management activities will be made available to the public at the Moline – Coal Valley School District #40 administrative office. All parents/guardians will be informed of their option to receive notification of all pesticide applications at enrollment and once annually.

TRAINING

All Moline - Coal Valley School District #40 staff will be provided with training on Moline – Coal Valley School District #40 IPM policy at hire and during annual update training. Training will include the rationale for the IPM policy and program and specific elements including use of the pest-sighting log and prohibition on pesticide applications by non-certified individuals.

Additionally, designated staff including the IPM Coordinator and those who conduct regular inspections of Moline – Coal Valley School District #40 facilities will receive advanced training on identifying pest infestations and pest-conducive conditions. This training will improve the ability of Moline – Coal Valley School District #40 staff to oversee Service Providers and Moline – Coal Valley School District #40 staff compliance with Moline – Coal Valley School District #40 IPM policy and plan.

GENERAL IPM STRATEGIES

Pest management strategies may include education, exclusion, sanitation, maintenance, biological and mechanical controls, and pre-approved, site-appropriate pesticides.

An Integrated Pest Management decision at Moline – Coal Valley School District #40 shall consist of the following steps:

- Identify pest species.
- Estimate pest populations and compare to established action thresholds.
- Select the appropriate management tactics based on current on-site information.



- Assess effectiveness of pest management.
- Keep appropriate records.

Decisions concerning whether or not pesticides should be applied in a given situation will be based on a review of all available options. Efforts will be made to avoid the use of pesticides by adequate pest proofing of facilities, good sanitation practices, selection of pest-resistant plant materials, and appropriate horticultural practices.

When it is determined that a pesticide must be used in order to meet pest management objectives, the least-hazardous material, adequate for the job, will be chosen.

All pesticide storage, transportation, and application will be conducted in accordance with the requirement of the Federal Insecticide, Fungicide, and Rodenticide Act (7 United States Code 136 et seq.), Environmental Protection Agency regulations in 40 CFR, Occupational Safety and Health Administration regulations, Moline – Coal Valley School District #40 policies and procedures, and local ordinances.

No person shall apply, store, or dispose of any pesticide on Moline – Coal Valley School District #40 managed property without an appropriate pesticide applicator license. All pesticide applicators will be trained in the principles and practices of IPM and the use of pesticides approved for use by Moline – Coal Valley School District #40. All applicators must comply with the IPM policy and follow appropriate regulations and label precautions when using pesticides in or around Moline – Coal Valley School District #40 facilities.

Pest-specific strategies will be included in the IPM Program Specifications provided to each service provider.

MOLINE-COAL VALLEY SCHOOL DISTRICT #40 SERVICE PROVIDER ROLES

Moline - Coal Valley School District #40 service providers including cleaning, pest control and landscape maintenance will be guided by written and signed contracts including Moline - Coal Valley School District #40 developed IPM program specifications for pest control providers.

Service providers will be directed to provide special attention to pest-vulnerable areas including food storage, preparation and serving areas; washrooms; custodial closets; mechanical rooms and entryways into the building.



Service providers or other IPM experts will be asked to provide input on any Moline - Coal Valley School District #40 facility renovation or reconstruction projects including reviewing plans for pest-conducive conditions, suggesting pest-proofing measures and inspecting construction where applicable to prevent and avoid pest problems.

The service provider will focus on two principles of IPM, monitoring and pest thresholds.

The monitoring component of an IPM program is essential to its success. It keeps everyone informed about all aspects of the pest situation and conditions at the site.

Monitoring includes the following:

- Identifying and locating pests
- Identifying areas of critical sensitivity (classrooms, infirmary, etc.)
- Estimating size of pest populations
- Identifying the factors that are contributing to the pest problem (poor sanitation, improper storage, holes in walls, etc.)
- Reporting management practices that could affect pest populations or pest management activities (trash pickup, lighting, construction, etc.)
- Identifying non-target species that could be killed or injured
- Assessing natural enemies and potential secondary pests
- Assessing environmental conditions (temperature, humidity, weather or seasonal changes)

There are three basic components to a school pest-monitoring program:

- walk-through visual inspection of all interior and exterior building areas
- Use of various types of monitoring traps
- Interviews with on-site personnel and review of logbooks

VISUAL INSPECTIONS – SERVICE PROVIDERS

The first step is to start by checking the pest-sighting log and speaking with the primary site contact person or their designated stand-in. Will you be inspecting the whole facility or will you be visiting only certain rooms and areas? In a smaller school, you may be checking most, if not all of the facility. For high schools and larger campuses, you may be conducting inspections of select areas on a pre-determined, rotating basis.



Because the outside of the facility is subject to the highest pest pressure and the most potential damage, you may wish to inspect the outside building perimeter each service visit.

Targeted corrective actions outside may alert you to possible problem areas indoors, and eliminate the need for corrective actions there. When we think about IPM inspections, there are several types. Monthly monitoring involves routinely looking at known areas of pest activity: kitchens, cafeterias, teacher's lounges, special needs classrooms, and the like.

Annual or biannual inspections involve walking the entire campus. This includes exterior and interior walk-throughs. These intense inspections help the coordinator by identifying potential pest harborage areas, locating hidden pest populations, pointing out other building flaws that could lead to a pest problem, or visualizing other environmental issues.

Work systematically around, and through, the facility. It is best to pick a walking direction, clockwise or counter-clockwise, and check each room carefully as you circle in the same direction. This practice helps ensure that areas are not overlooked.

Keep notes on any sanitation deficiencies or maintenance needs. A checklist form can speed up the note-taking process significantly (see Appendix G). Do not assume you will remember everything you see at the end of the inspection; record things as they are encountered.

Inspectors should follow the below guidelines:

- Carry and use a bright flashlight for all inspections. Even outdoors you will be surprised how useful a flashlight is to illuminate dark corners. Indoors, a flashlight should be used continually to assist the visual inspection process. Insects spend most of their time during the day in dark, hidden areas. A flashlight will be your most useful inspection tool.
- Carry a magnifying glass. A good quality lens of at least 10X magnification is recommended.
- Use sticky traps. Next to a flashlight, sticky traps are one of the most useful inspection tools. Sticky traps collect insects and other pests 24 hours, seven days a week. They should be placed in inaccessible sites (out of the reach of children) and against a wall or other vertical surface. They should also be dated and replaced when full or contaminated with dust.
- Look for pest signs or smells in addition to the pests themselves. Pest evidence such as droppings (especially from cockroaches and rodents) are sometimes more



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- evident than pests themselves. Other signs include frass (sawdust from ants and wood boring insects); gnaw marks, tracks and grease marks (from rodents), smells associated with cockroaches or rodents, and termite mud tubes.
- Check window sills and ceiling fixtures. Many pests are drawn toward light. Termites, ants, carpet beetles and other occasional invaders may be seen here. The catch of some pheromone and food-based traps can be enhanced when traps are placed near a light source.
 - Take notes of conditions conducive to pests, even if you see no pest problem. Check for moisture problems or poor drainage which might lead to moisture-related pests such as carpenter ants, termites, or mold. Look outside for damaged screens, doors and walls, which allow pest entry. Note sanitation problems in kitchens, break rooms, classrooms and office areas.
 - Inspect outdoor grounds for tree hazards and conditions that might be unsafe or provide harborage for pests. Trees should never be in contact with buildings. Dense plantings and vines on outside walls increases the risk of outdoor pests moving inside. Bright exterior lights near air conditioning intakes may be the source of many indoor pest problems. Check seals on doors and windows.

MOLINE-COAL VALLEY SCHOOL DISTRICT #40 STAFF ROLES

Moline - Coal Valley School District #40 administration will provide support to assist the IPM Coordinator in maintaining an IPM program that relies on minimal pesticide use. Such support will include efforts to promptly address any structural, horticultural, or sanitation changes recommended by the coordinator to reduce or prevent pest problems.

Furthermore, Moline - Coal Valley School District #40 administration will develop and deliver materials and programs for staff, students, and the public to educate them about the importance of good sanitation and pest control.

The facility director is responsible for ensuring staff compliance with the IPM policy and plan.

FOOD SERVICE

Food service personnel can be a valuable asset or a roadblock in your IPM program. However, with a little persuasion and information the kitchen manager can be trained to help you with your IPM program.



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Pest Prevention:

- Floors
 - Concrete and brick are best.
 - For tile floors make sure staff reports cracks, rips, or loose panels.
 - Floor drains should be cleaned regularly with a wire brush or using a specialized drain cleaner to remove food build-up on the sides of the pipes.
- Walls
 - Whether they are pre-cast, poured concrete, concrete block, brick, tile or metal curtain walls should be cleaned routinely.
 - Cracks and openings should be reported immediately.
 - Metal curtain walls can be hollow – do not puncture or drill holes in the walls without caulking or sealing.
- Windows and Doors
 - Windows should be made of glass block, rather than double pained. In either case, windows should have a tight seal to prevent crawling and flying insects from entering.
 - Doors should be metal with tight fitting seams and good door sweeps. No daylight should be showing underneath the door.
 - Air curtains should cover the entire doorway and have sufficient air velocity to cover top to bottom of door.
- Dumpsters
 - Should be placed on concrete pad, not dirt, rodents can burrow underneath.
 - Lids and side doors should not be left open overnight.
 - Request routine removal of old dumpster for new ones once a year or when they begin to deteriorate.
- Storage
 - Three basic rules to stored products and food
 - Store it off the floor
 - Keep it away from the wall
 - Adopt the first in, first out method
 - Don't store items in cardboard boxes – remove as much as possible
 - Storage shelves should be wire metal racks, not wood shelves.

PEST PROOFING BY MAINTENANCE STAFF

Indoor Pest-proofing:

- Install weather stripping or door sweeps on all outside doors, including loading dock (overhead-type) doors. Inspect them regularly and replace as needed.
- Screen or repair floor drain covers as needed.



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- Seal cracks and crevices in interior and exterior walls.
- Caulk permanent bulletin boards, mirrors and other wall fixtures in areas where cockroaches occur.
- Caulk crevices around doors, windows, vents, plumbing fixtures, equipment, cabinets, and counter tops.
- Repair grout around wall and floor tiles in restrooms, locker rooms, and other sites.
- Repair leaks in the roof which may attract carpenter ants, fungus beetles, and other moisture loving pests. Failure to promptly repair leaks can lead to indoor air quality problems.
- Repair leaky plumbing in restrooms, kitchens, and laboratories.
- Install porcupine wire, pin and wire, or similar commercial products to keep birds from roosting on window ledges and other building surfaces.

Outdoor Pest-proofing:

- Caulk, stuff, or seal openings around pipes and conduits where they enter the building.
- Check screens on all vents and seal gaps around utility penetration points in walls. Screens should be checked and maintained annually.
- Maintain a 6-12 inch, organic mulch-free observation zone around all buildings. This discourages pests, such as termites and millipedes, and permits inspection of the soil/foundation contact point. Gravel mulch is acceptable as long as it does not cover possible termite entry points at the slab/wall interface.
- Choose trees and shrubs whose mature size will not crowd observation zones. Dense vegetation provides good cover for rodents and makes it difficult to inspect foundations.
- Trim tree branches and vines that contact buildings. Ants, squirrels, and roof rats especially, often follow branches or vines to enter a building.
- Ensure that outdoor dumpsters and other garbage receptacles sit on concrete pads or other pavement. Concrete pads make it easier to clean the site and to prevent rodents and other pests from burrowing or nesting underneath.
- Avoid storing discarded equipment and/or materials next to building(s). Stored equipment should be kept on concrete pads or pavement only.
- Ensure that all trash receptacles have closeable lids to discourage yellow jacket wasps and flies.
- Maintain good drainage around structures. Align downspouts so that water drains away from foundations and align sprinklers so that they do not spray building



PEST-SPECIFIC STRATEGIES

The following strategies will be used for frequently encountered pests:

Ants:

- Ants will be identified to species to aid in locating nesting sites, preferred food, habits and appropriate baits when necessary.
- Ants inside buildings will be cleaned up with soapy water, including the areas ants are traversing to eliminate any pheromone recruiting trail, which ants deposit to help other ants find the location of food and water sources.
- Maintenance will be informed and the opening providing entry for ants into the building will be located and repaired.
- Building and room occupants will be informed of any action they need to take to prevent future problems, e.g., cleaning up spilled food or drink more promptly or thoroughly, storing food in sealed containers, repairing leaking or dripping pipes or faucets, etc.

Bed Bugs:

- Please contact the District's Director of Facilities, immediately.

If the above steps fail to correct the problem, the contractor will inform the IPM Coordinator and discuss additional steps.

PESTICIDE APPLICATION

The Director of Facilities shall provide an annual notice to all parents/guardians and employees of the IPM guidelines for notification and allow them to request notification at least two business days prior to pesticide application in or on their school building or grounds. The notification must:

- (1) Be written and may be included in newsletters, bulletins, calendars, or other correspondence currently being published,
- (2) Identify the intended date of the application, and
- (3) state the name and telephone contact number for the school personnel responsible for the pesticide program.

The supervisor of each District building shall notify those that have requested notification in their building as required and in writing. An exception to this notification is permitted if there is an imminent threat to health or property, in which case the Structural Pest



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Control Act (225 ILCS 235/10.3) or the Lawn Care Products Application and Notice Act (415 ILCS 65/3), whichever is applicable, shall control.

The Buildings and Grounds Supervisor is responsible for compliance with the requirements in the Structural Pest Control Act (225 ILCS 235/1 et seq.) regarding an integrated pest management program.



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Integrated Pest Management (IPM) Notification

Pesticides in almost every case are not applied within the buildings when children are present. Only when necessary, pesticides least harmful to people and the environment are used and include combined preventive techniques and non-chemical pest control methods. If you want to be notified prior to your child's school having an application of pesticide, please send a written request to the address below. Please specify when you would like to be notified of applications during the school year, non-student attendance days, or summer vacation. Please include your child's name, school, grade level, your request, parent's name and mailing address. Please contact Dan Smith, Director of Facilities (IPM Manager), at 3432 Avenue of the Cities, Moline, Illinois.



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Dear Parent or Guardian:

We would like to inform you that an Integrated Pest Management (IPM) approach for controlling insects, rodents, and weeds will be used at _____ School.

The IPM approach we will be using focuses on making the school buildings and grounds an unfavorable place for pests to live and breed. Through maintenance and cleaning, we will reduce or eliminate available food and water sources, and hiding places for the pests. We will also routinely monitor the school area to detect pest problems and prevent the pests from becoming established. Some IPM techniques we will employ include monitoring, increased sanitation, sealing entry points, physically removing the pest, and modifying storage practices.

From time to time, it may be necessary to use chemicals to control a pest problem. Chemicals will only be used when necessary, and will not be routinely applied. When chemicals must be used, the school will try to use the least toxic products when possible. Access to treated areas will be secured against unauthorized access for the period specified on the pesticide label. Notices will be posted at application sites and will remain there until the posted safe re-entry time is met.

For your information, we have a list of pesticides and safety and data sheets (SDS) that may be used in the school this school year. This list may be obtained by contacting the IPM coordinator at _____.

You may request prior notification of specific pesticide applications made at the school. To receive notification, you must be placed on the notification registry. After this date, _____, the registrants will be notified at least 72 hours before a pesticide is applied. If a chemical application must be made to control an emergency pest problem, notice will be provided as soon as possible after the application. Exemptions to this notification include cleaners (disinfectants), pesticides formulated as baits or gels, and any EPA exempt pesticide. If you would like to be placed on this registry, please complete and return the enclosed form.

If you have any questions, please contact _____, IPM Coordinator.

For further information about school IPM, please visit <http://schoolipm.ifas.ufl.edu/> or <http://www.epa.gov/pesticides/ipm/>.

Sincerely,

Dan Smith
Director of Facilities



Dear Parents:

Head lice have become more and more of a problem over the last few years. The number of children infested with head lice is increasing all across the country. Control of head lice depends on prompt diagnosis and effective treatment. Your help in inspecting your child at least weekly throughout the school year for the presence of head lice would be greatly appreciated.

We suggest the following procedure for inspecting your child for head lice:

1. Under bright light, begin looking at the back of the head just above the neck area.
2. Part the hair section by section and look closely for head lice or nits (eggs). Eggs will usually be located near the scalp.
3. Depending on the length and thickness of the hair, it should take between 5 and 15 minutes to properly inspect a child's head.

If you suspect your child is infested with head lice please notify the school nurse. In addition, the entire family should be inspected for head lice as well.

For information on how to treat your child's head lice infestation consult your family physician, a local pharmacist, or feel free to contact your child's school nurse for recommendations.

Information on controlling head lice can be found on the National School Integrated Pest Management Web Site at <http://schoolipm.ifas.ufl.edu> or from the National Pediculosis Association at www.headlice.org.

Sincerely,

School Principal



Dear Parents:

During a screening examination, your child was found to have head lice. Head lice do not carry any disease, and their presence does not indicate unsanitary conditions. Head lice can infest anyone.

To prevent further spread of head lice to other students, this condition should be treated immediately. Your child may not be allowed to return to class until the infestation has been properly treated. You may wish to consult your family physician, a local pharmacist, the school nurse, or follow the recommendations below.

In addition, you should inspect the entire family for head lice as your child may have spread it to other members. Head lice feed only on humans, and are usually transmitted by head-to-head contact.

Upon return to school your child will be inspected by the school nurse to determine that the head lice infestation no longer exists. This means that your child must be free of all lice and viable nits (eggs).

Basic Head Louse Control Recommendations

Live lice must be removed or killed.

1. Mechanically removing head lice can be accomplished using a special, fine-toothed comb that requires no use of pesticides. This method is time consuming but can be made easier after the application of ordinary hair conditioner. Various creams and shampoos, which contain pesticides, are available over the counter for treatment of head lice. These treatments are not always effective and may cause reactions in some children. There are two or three products available by prescription only, which are known to be quite effective at killing head lice. The prescription products also contain pesticides. Recently, several over-the-counter brands of head lice shampoos have become available which claim to be non-toxic and effective at killing lice. No known scientific reports exist as to their efficacy.
2. Eggs (nits) of head lice must be removed from the child's hair. This step is the most crucial and will require most of your time and effort. There are no known products available over-the-counter, which kill head lice eggs. Eggs must be removed using a fine-toothed comb or tweezers.
3. Your child's bedding, clothes, and towels must be washed in warm soapy water and dried in a dryer on the "high heat" cycle. This step must be completed on the same day as above steps. Any personal items such as toys or stuffed animals, which cannot



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be laundered, must be sealed in a plastic bag for two weeks. Although head lice live only on humans, this step will kill any lice or eggs, which may have recently fallen off your child's head. Vacuuming carpets and furniture may also help.

For more complete information, please feel free to contact the school nurse. You may also obtain information from the National School Integrated Pest Management Web Site at <http://schoolipm.ifas.ufl.edu/> or the National Pediculosis Association at <http://www.headlice.org>.

Sincerely,

School Principal