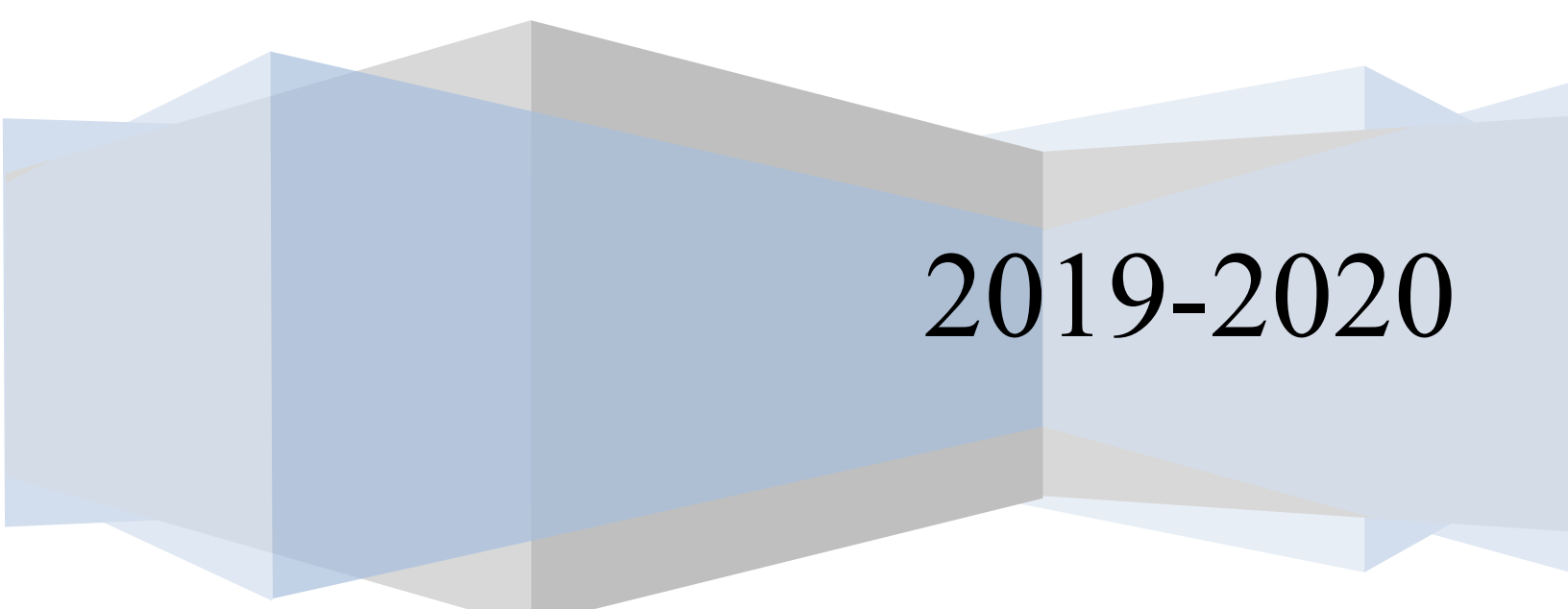


BLIND BROOK-RYE UNION FREE SCHOOL DISTRICT
Rye Brook, New York

INTEGRATED PEST MANAGEMENT PLAN



2019-2020

SCHOOL PEST MANAGEMENT POLICY

In accordance with the NYS Education Department Law Section 409-H (Requirements for Notification of Pesticide Applications), and NYS Attorney General's Office and the requirements of the RESCUE Legislation 155.4d-2 (Comprehensive Maintenance Plan) the Blind Brook-Rye UFSD recognizes that pests can pose a significant risk to health and property and that there is significant risks inherent in using chemical pesticides in the school environment. It is the intent of the Blind Brook-Rye UFSD to authorize the implementation of a comprehensive integrated pest management (IPM) program. The IPM program is designed to ensure the health and safety of students, staff, administration and all others using or visiting the district's buildings and grounds. The IPM program will ensure that pest populations are managed in an effective and environmentally sound manner emphasizing pest exclusion, habitat, modification, sanitation, monitoring and the use of non-toxic and least-toxic products and techniques.

Introduction

This program was developed to comply with the NYS Education Department's amended Education Law, Section 409h (Requirements for Notification of Pesticide Applications), components of the RESCUE Legislation and recommendations from the NYS Attorney General's Office. It is the goal of the Blind Brook-Rye UFSD to maintain the integrity of school buildings and grounds, protect the health and safety of students and staff, and maintain a productive learning environment. The Blind Brook-Rye UFSD has developed this program for our students, parents, staff and community residents. This program identifies ways to reduce use of pesticides in school buildings and grounds and discuss alternative methods for managing pests found in schools. Structural and landscape pests can pose significant problems for people and property. Pesticides can pose risks to people, property and the environment. It is, therefore, the policy of the Blind Brook-Rye UFSD to incorporate Integrated Pest Management (IPM) procedures for control of structural and landscape pests. The objective of this program is to provide necessary pest control while minimizing pesticide use.

The Blind Brook-Rye UFSD will manage pests to:

1. Reduce any potential human health hazards or threats to public safety
2. Prevent loss or damage to school structures or property
3. Prevent pests from spreading into the community.
4. Enhance the quality of life for students, staff and others.

Please direct all telephone inquiries to the Director of Facilities (Maintenance Foreman) and IPM Coordinator, Mr. Luis Rodriguez, at (914) 937-3600x3147 or by e-mail to lrodriguez@blindbrook.org.

Integrated Pest Management Policy Statement

The Blind Brook-Rye UFSD recognizes that pests can pose a significant risk to health and property. The District also recognizes that there may be significant risks inherent in using chemical pesticides in the school environment. The Blind Brook-Rye UFSD, therefore, authorizes the implementation of a comprehensive integrated pest management (IPM) program for all school buildings and grounds.

What is Integrated Pest Management?

Integrated Pest Management (IPM) is an effective and environmentally sensitive approach to pest management that relies on a combination of common-sense practices. IPM programs use current comprehensive information on the life cycles of pests and their interactions with the environment. In addition, with pest control methods, this information is used to manage pest damage by the most cost-effective means but with the least effective hazard to persons, property and the environment. IPM programs take advantage of pest management options, including non-chemical alternatives and discreet use of pesticides. Understanding pest needs is important to effectively implement IPM. Pests seek habitats that provide their own needs, such as air, moisture, food and shelter. Creating inhospitable environments can prevent pest population. This may include blocking their access to buildings or removing some basic elements that pests need to

survive. Other methods of pest management include traps, vacuums, biological controls or use of pesticides. It is essential to understand pest's survival needs before action is taken.

Designating Pest Management Roles

Many people have roles and responsibilities in carrying out an effective IPM program. The Superintendent of Schools, Building Principals, Operations and Maintenance Department, construction workers, landscape contractors, other school staff, students or other buildings occupants, parents, and the public. All of these people are stakeholders in ensuring an effective IPM program. The roles and responsibilities of the stakeholders are as follows:

1. The Superintendent authorizes or denies pesticide use proposals forwarded by the Maintenance Foreman. The Superintendent also takes action in response to parental, staff or neighbor complaints regarding pest management policies or procedures and responds to complaints in writing to describe any follow-up actions deemed necessary to resolve the issues in dispute.
2. The Building Principal ensures that all pest sightings on the school site are reported promptly to the Maintenance Foreman.
3. The Maintenance Foreman work with the building custodial and grounds staff to ensure that pest prevention and control measures are carried out within the guidelines of the school's IPM policy and also ensures that posting and notification provisions are carried out if pesticides are used.
4. The Maintenance and Custodial staff will monitor and manage pest problems and report pest sightings. Maintenance and Custodial staff will perform IPM practices under the supervision of the Maintenance Foreman.

Teachers will incorporate IPM information into curriculum and class projects as well as involve students in the implementation of the school's IPM program. The concepts and methods of IPM were originally developed in agricultural settings, but IPM has a great value in urban settings, such as school districts. The interaction of the people involved in a school's pest management program, and an increased knowledge base is the key to the success or failure of the program. When the respective roles of all the people in the pest management system are identified and agreed upon, and when these people communicate well with each other, effective and less expensive protection of the site and the people can be achieved with fewer risks.

The IPM Coordinator is responsible for the following:

1. Recording all pest sightings by school staff and students.
2. Recording all pesticide use.
3. Assure that any pesticide use is done when school is not in session or when the area can be completely secured against access by school staff and students.
4. Evaluating the school's progress in the IPM program.

5. Ensures that federal, state and local pesticide laws are followed (i.e., label requirements, worker protection measures, record keeping, posting, notification, applicator licensing, hazardous material storage laws and requirements).
6. Identifies suitable IPM methods.
7. Acquires accurate identification of pests.
8. Oversees pest management contractor or staff engaged in pest monitoring and management.
9. Reviews pesticide use proposals.
10. Reviews and follows-up on work orders for structural improvements or repairs and housekeeping and sanitation measures that may be required to reduce or prevent recurrence of pest problems.
11. Coordinates with other staff to gather and disseminate current information on pest management and pesticide or pest-related health and safety issues.
12. Coordinates with principals and district administration to carry out education and IPM training provisions of this policy.

Students and Staff – The occupants are concerned about the safety of the pest control methods used, about their effectiveness, and about possible adverse health effects. School staff, students and their parents will receive information addressing these concerns and their roles in the school’s pest management system. The two most important responsibilities of the student and staff are sanitation and communication. Much of the prevention and reduction of pest infestation at the school site depends on whether or not students and staff clean up food leftover, food in lockers, gum under desks, paper clutter, etc. In addition, because people at the school site may observe the presence of pests, they should report any evidence of pest activity to their Principal or the Buildings and Grounds Office. Other actions may be required of students and staff, or undertaken by them, depending on their interest in the site and the pest management system. The more occupants who “buy in” to this, the better the pest management system will work.

Parents’ Special Roles

Parents have the most responsibility for their children, and they are their children’s natural advocates. Parents can assist greatly in the maintenance of an IPM program. Parents’ first school pest management responsibility is to learn about IPM practices and follow them at home so that pests are not carried to school in notebooks, lunch boxes, clothing, or in children’s hair. Second, parents should be aware of the current pest management practices in their children’s schools. The schools will welcome questions by the parents and encourage the parents to seek information. Visible interest and concern on the parents’ part is a valuable resource and stimulus for the implementation of a school IPM program. Parents may express their views to the Superintendent of Schools, School Board, School District Management, and the School Parent Teacher Associations (PTSA).

Applying IPM Strategies

Pest prevention measures can be incorporated into existing structures. Such preventive measures reduce the need for pesticide applications and include sanitation and structural repair, employing physical and mechanical controls. An effective school IPM program

establishes procedures for considering the pest control implications of planned new construction or modifications. Design changes incorporating pest-resistant structural materials, fixtures and furnishings can sometimes entirely eliminate pest habitat.

An effective school IPM program must recognize that IPM is a collaborative effort involving the administration, teachers, students, parents, facilities staff and pest management operators. The gathering and sharing of information and responsibilities among this group of people is critical to ensuring the success of this IPM initiative. Specific IPM strategies for specific school sites are provided below.

Any persons applying pesticides on school grounds must be trained and knowledgeable in the principles and practices of IPM. The Superintendent of Schools and the school IPM coordinator must approve any use of pesticides.

Training

The appropriate staff will be provided regular IPM and hazardous substance training opportunities. Any staff who apply pesticides will be trained and/or a certified applicator.

IPM Strategies for Indoor Sites

Typical Pests: Mice, rats, cockroaches, ants, flies, wasps, hornets, yellow jackets, spiders, microorganisms, stinging insects, termites and other wood-destroying insects. Although beneficial as predators, wasps, hornets, yellow jackets and spiders can pose public health emergencies and be a disturbance to building occupants.

Entryways

- Keep doors shut when not in use.
- Place weather stripping on the base of doors providing no greater than ¼ inch of space from floor. Caulk and seal openings in walls.
- Keep vegetation, shrubs and wood mulch at least one-foot away from structures.

Classrooms and Offices

- Allow food and beverages only in designated areas.
- If indoor plants are present, keep them healthy. When small insect infestations appear, remove them manually.
- Keep areas as dry as possible by removing standing water and water damaged or wet materials.
- Store animal foods in tightly sealed containers and regularly clean cages. In all areas remove dust and debris.
- Routinely clean lockers and desks.
- Frequently vacuum carpeted areas.

Food Preparation, Servicing and Storage Areas

- Store food and waste in containers that are inaccessible to pests. Containers must have tight lids and be made of plastic or metal. Waste should be removed at the end of each day.

- Place screens on vents and floor drains to prevent cockroaches and other pests from using unscreened ducts or vents as pathways.
- Eliminate pest harborage areas and create inhospitable living conditions for pests by reducing availability of food and water, remove food debris, sweep up all crumbs, fix dripping faucets and leaks, and dry out wet areas.
- Improve cleaning practices including promptly cleaning food preparation equipment after use and removing grease accumulation from vents, ovens and stoves. Use caulk or paint to seal cracks and crevices. Capture rodents by using mechanical or glue traps. (Place traps in areas inaccessible to children. Mechanical traps, including glue traps used in rodent control must be checked daily. Dispose of killed or trapped rodents immediately).

Rooms and Areas with Extensive Plumbing

- Promptly repair leaks and correct other plumbing problems to deny pests access to water.
- Routinely clean floor drains, strainers, and grates. Seal pipe chases. Keep areas dry. Avoid conditions that allow formation of condensation. Areas that never dry out are conducive to molds and fungi. Increasing ventilation may be necessary. Store paper products or cardboard boxes away from moist areas in direct contact with the floor or walls. This practice also allows for ease in inspection.

Maintenance Areas

- After use, promptly clean mops, mop buckets, dry out mop buckets and hang mops vertically on a rack above door drain.
- Allow eating only in designated eating areas.
- Clean trash cans regularly, use plastic liners in trashcans
- Keep areas as clean and dry as possible and remove debris promptly.

IPM Strategies for Outdoor Sites

Typical Pests: Mice and rats. Turf pests: Insects such as beetle grubs or sod web worms, diseases such as brown patch and vertebrates such as moles. Ornamental plant pests, plant diseases and insects such as thrips, aphids, Japanese beetle and bag worms. Playgrounds, Parking Lots, Athletic Fields, Loading Docks and Refuse Dumpsters

- Regularly clean trash containers and gutters and remove all waste, especially food and paper debris.
- Provide adequate drainage away from the structure and on the grounds.

Turf

- Maintain healthy turf by selecting a mixture of turf types (certified seed, sod or plugs) best adapted for the area.
- Raise mowing height for turf to enhance its competition with weeds; adjusting cutting height of mower, depending on the grass type; sharpen mower blades and vary mowing patterns to help reduce soil compaction.
- Water turf infrequently, but sufficiently during early morning hours to let turf dry out before nightfall; let soil dry slightly between watering.

- Provide good drainage and periodically scout turf (use a mulching mower or mow often) or compost with other organic material.
- Time fertilizer application appropriately, because excessive fertilizer can cause additional problems, including weed and disease outbreaks. Apply lime if necessary. Use aeration to place soil on top of thatch so that microbes from soil can decompose thatch.
- Seed over existing turf in fall or early spring.

Ornamental Shrubs and Trees

- Apply organic fertilizer and nutrients to annuals and perennials during active growth and to shrubs and trees during dormant season or early in the growing season.
- When using a fertilizer, use the correct one at the suitable time, water properly and reduce compaction.
- Prune branches to improve plants and prevent access by pests to structures.
- Use the appropriate pest-resistant native variety and properly prune for growth and structure.
- Correctly identify the pest in question. When in doubt, send several specimens to your local Cooperative Extension Service. Once the pest is identified, recommendations can be made.
- Select replacement plant material from among the many disease-resistant types being developed by plant breeders throughout the country.
- Remove susceptible plants if a plant disease recurs and requires too many resources, such as time, energy, personnel or money. Some ornamental plants, trees and turf are so susceptible to plant diseases that efforts to keep them healthy may be futile.

Applying Pesticides Judiciously

Many different kinds of pesticides are currently available for use against exterior and structural pests. An appropriate application uses the least toxic and most effective and efficient technique and material. Due to their potentially toxic nature, a NYS Certified Applicator in a manner to ensure maximum efficiency, with minimal hazard must apply these materials. Pesticides will be applied only when occupants are not present in areas where they may be exposed to materials applied. Although EPA registers pesticides for use within the United States, the fact that a particular product is registered does not mean that it is “safe” under all conditions of use. All pesticides used in the US must be EPA registered and the registration number must be listed on the label. Read and follow the pesticide label directions, know how to apply and handle these chemicals and try to minimize the exposure to children, adults and other non-target species. The following general recommendations should minimize exposure to people and other non-target species when the application of pesticides is being considered:

1. Read and follow all label instructions.
2. Routinely scheduled pesticide applications should be avoided whenever possible, unless such applications may reasonably be expected to result in an overall reduction in pesticide use when compared with all other practical alternatives.

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

Posting and Notification

When good IPM practices are followed, concerns raised by notification and posting activities may be minimized. Notification will be accomplished by posting notices in the main office(s), nurses' office(s), faculty lounge (s) as noted, and at the place of occurrence. In addition, notices will be sent home to parents who request in writing to be informed in advance of pesticide applications.

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

INTEGRATED PEST MANAGEMENT ADMINISTRATIVE PROCEDURE

The Board of Education recognizes that there is no greater concern than the safety of the students, staff and residents who utilize the facilities and grounds of the Blind Brook-Rye UFSD. To this end, the Board authorizes the limited and prudent use of pesticides and insecticides only when necessary to ensure environmentally safe buildings and grounds.

The following steps are examples of practices that are being followed to reduce exposure to chemicals.

1. Observation traps shall be regularly used in problem areas to monitor the situation.
2. Elimination of routine spraying/fogging.
3. Selection of a non-chemical alternative or the least toxic chemicals for applications.
4. The use of NYS Certified contractors.
5. Elimination of fogging and spraying for head lice.
6. Implementation of engineering controls to prevent pests from entering the building.

Notification Procedures

Residents of the community shall be notified annually in writing of the District's policy. The Blind Brook-Rye UFSD has adopted an Integrated Pest Management Program in accordance with the NYS SED, NYS DEC and the NYS Attorney General's recommendation. This program dictates that the least toxic pesticide will be used only when absolutely necessary. As part of the notification process, signs will be posted in the main offices, nurse's office(s) and faculty lounge each time pesticides will be applied. The notices will be posted at least 24 hours before an application and remain up for 48 hours after an application. Warning notices will also be posted in the immediate area where any chemicals are applied. For further information, please contact Mr. Luis Rodriguez, Director of Facilities, (914) 937-3600x3147.

Building occupants shall be notified as follows:

1. "Pesticide Application Notice" – This notice shall, along with the Material Safety Data Sheet and product label, be posted in the main offices, staff rooms, nurses office(s), faculty lounge and areas of application at least 24 hours prior to any application and remain posted for 48 hours after the application.
2. "Warning Pesticide Application" – This notice shall be posted in the immediate area of the application and shall remain posted for a minimum of 24 hours.

The Blind Brook-Rye UFSD will provide written notification of pesticide applications made at the facility to staff, students, parents and community members according to the following provisions:

The Blind Brook-Rye UFSD will provide written notification to staff, students' parents and community members at the beginning of each school year. If a child enrolls after the beginning of the school year, notification shall be provided in a new student packet; if an employee begins working after the beginning of the school year, notification shall be provided in a new employee packet. Notification provided shall include the following information:

1. A statement that pesticide products may be used periodically throughout the school year;
2. A statement that the District is required to maintain a list of staff, students, parents and community members who wish to receive 48 hour written notice prior to pesticide applications at the District and instructions on the appropriate procedure to register with the school to be on the list for notification.
3. The name of the school representative and contact number to obtain further information.
4. Within 10 days of the end of the school year and within two days of the end of winter and spring recess, the school will provide written notification to all staff, students, parents and community members listing the date, location and product used for each application which required prior notification and each emergency application made at the facilities during the period of time since the previous notice was made. This notification shall also include a statement that the Blind Brook-Rye UFSD is required to maintain a list of all persons who wish to receive 48 hour prior written notification of pesticide applications and instructions on how to register with the District to be on the list for prior notification; how to obtain further information about the products being applied, including any warnings that appear on the labels of the pesticides, and a name of the school representative and a contact number to obtain further information. The District will establish and maintain a list of persons requesting written notification 48 hours prior to any pesticide application. The list will be updated upon written request of persons who want to be included for written notification prior to pesticide application.
5. Not less than 48 hours prior to pesticide application the District will provide to those on the list written notification, which shall include, at a minimum, the following information:
6. The specific date and location of the planned pesticide application at the facility. In the event outdoor applications will be made, the notice must provide a specific date and may include two alternate dates in the event the application cannot be made due to weather conditions.
7. The product name and pesticide registration number assigned by the United States Environmental Protection Agency.
8. The following statements: "This notice is to inform you of a pending pesticide application at the Blind Brook-Rye UFSD. You may wish to discuss with the IPM Coordinator what precautions are being taken to protect your child from exposure to these pesticides. Further information about the product(s) being applied, including any warnings that appear on the label of the pesticide that are pertinent to the protections of humans, animals and the environment, can be obtained by

calling the National Pesticide Telecommunications Network at 1-800-858-7378 or the New York State Department of Health, Center for Environmental Health information line at 1-800-458-1158.”

9. The name of a school representative and contact number for additional information.
10. The specific date and location of the pesticide application
11. A register will be kept of chemically sensitive students, staff or others requesting special consideration in the event of the use of pesticides.
12. Personal notification will be provided to these persons 48 hours in advance to any routinely scheduled pesticide use. Concerns and special needs will be addressed relative to such pesticide applications.

Posting Indoors

- Prior to pesticide use, classroom announcements should be made reminding students and staff of pesticide applications, with warnings to avoid posted and flagged areas until signs are removed.
- Prior to pesticide use, signs should be posted on the main school doors and near sites of planned applications and remain in place until the re-entry interval has elapsed.

Posting Outdoors

In accordance with NYS laws and regulations as set forth in Article 33, Title 10 of the Environmental Conservation Law:

- Markers must be affixed within or along the perimeter of the area where pesticides will be applied and be clearly visible to persons immediately outside the perimeter of the area to be treated.
- Markers must be in place on the day during which the pesticide is being applied and shall instruct persons not to enter the treated area and not to remove the signs for a period of at least 24 hours.

Procedures for the Use of Pesticides/Insecticides

A pesticide application will be considered only when:

- Staff has notified building administrators that they feel a problem exists, or periodic inspections indicate a problem exists.
- Facilities staff has reviewed the problem area and determined remedial action is necessary. In many cases, eliminating the source and entrance route may eliminate the problem.
- If the need for a NYS Certified Applicator exists, he/she will review the area and recommend appropriate action to the Superintendent of Schools.
- These recommendations will be reviewed by the Health and Safety Designee, the Superintendent of Schools and the IPM Coordinator, and shall only take place when they agree no other alternatives are available.

In the event of unusual or emergency conditions, it may be necessary to take immediate corrective action to ensure the safety of the building occupants. In these cases, the IPM Coordinator or his/her designee, will be consulted for course of action to be taken.

Record Keeping

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

The Health and Safety Coordinator shall maintain detailed records of any pesticide/insecticide applications. This information shall include location, date, chemical used, who applied the chemical, applicator license number, MSDS and posting notification.

The Material Safety Data Sheets (MSDS) and/or product label will contain the following information:

- The material's physical properties or fast-acting health effects that make it dangerous to handle.
- The level of protective gear recommended.
- The first-aid treatment to be provided if you are exposed to a hazard.
- The pre-planning necessary for handling spills, fires and day-to-day operations.
- How to respond to an accident.