

La Harpe Community School District #347

Integrated Pest Management Plan

Original Adoption 4-15-14
La Harpe C.S.D. #347
Integrated Pest Management Plan

POLICY STATEMENT

School district # 347 is committed to maintaining a healthy school environment for its students and employees. To this end, the **La Harpe C.S.D. #347** shall establish an Integrated Pest Management (IPM) Plan. Included, but not limited to, in this program shall be:

- ✓ A designated pest control coordinator
- ✓ The contractual services of a pest control company
- ✓ A notification process for informing students, parents, and employees of scheduled pest control applications
- ✓ A reporting process by which infestations of pests can be reported to the appropriate person
- ✓ A training program that informs students and employees about how to report pest infestations
- ✓ A communications process whereby students, parents, employees, and other community members can ask questions, express concerns, and learn more about the school's IPM program.

ROLES AND RESPONSIBILITIES

Each school in **La Harpe C.S.D. #347** shall have an IPM Plan Coordinator.

La Harpe Community School District **Maintenance Director, Michael Siegfried**

The IPM Plan Coordinator shall work closely with the pest control service contracted by the school district to ensure appropriate pest control measures are being practiced.

The IPM Plan Coordinator's duties shall include:

1. Receive and make preliminary evaluations of all written reports from school staff;
2. Coordinate any pesticide applications with the many activities that are common in most schools with the goal being to minimize exposure of the students and staff to pesticides;
3. Ensure that all areas of the school are accessible for inspection and/or application of control methods;

4. Check any monitoring devices such as sticky traps between periodic inspections, as deemed advisable;
5. Be in charge of seeing that structural changes or changes in procedures are carried out;
6. Maintain written reports, checklists, logs, and recommendations in a file for review as needed;
7. Using a checklist, make periodic inspections of the building;
8. Keep a log of all applications or control measures taken; and
9. Review all written reports every six months and ensure that approved recommended changes are completed/maintained.

NOTIFICATION PROCESS

A schedule of the regular pesticide applications dates shall be posted in each school, published in the district newsletter, and distributed to students and parents via registration information at the beginning of the school year. In addition to the schedule of application dates, the information posted shall also include the types of insecticides being used.

Employees and/or parents of students are to notify school office personnel at least two (2) school days prior to the application if the pesticide poses a personal health problem. Accommodations shall be made in those cases.

PEST TOLERANCE DETERMINATION

- Roaches – No tolerance in any area of the school.
- Cereal Pests – No tolerance in any food area of the school.
- House Flies – No tolerance in any food area of the school; nuisance status in nonfood areas.
- Other Flies – Nuisance status.
- Ants – No tolerance in any food area of the school; nuisance status in nonfood areas.
- Occasionally Invading Pests – Crickets, Spiders (except Brown Recluse and Black Widow), Boxelder Bugs, Millipedes, Clover Mites, Springtails, etc. – Nuisance status.
- Stinging or Biting Pests - No tolerance in any area of the school.

PEST CONTROL PROCEDURES

Response Time	Condition	Pests
Not more than 4 hours	Potential physical harm to students/staff	Rodents and other wildlife (bats, raccoons, opossums, feral cats, etc.) where students are likely to contact them; stinging or biting insects/pests
One working day	Potential medical harm to students/staff	Fleas, lice, bedbugs, batbugs, and poisonous spiders
One working day	Potential for food contamination	Cereal pests, roaches, rodents, ants in kitchen or food storage areas; flies around food
One to two working days	Sighting of large numbers of nonthreatening bugs	Ant or termite colonies in the building; movement into the building of millipedes, crickets, boxelder bugs, etc.

PERIODIC INSPECTION AND REPORTING

All IPM Plan Coordinators are to receive training in pest identification and control methods as follows:

1. Know the life cycle and habits of pests most likely to be found in schools;
2. Know where the signs of these pests are most likely to be found in the school;
3. Be familiar with the many unusual ways these pests can enter the school;
4. Have access to all areas of the school to conduct inspections;
5. Identify or obtain accurate identification of any specimen collected;
6. Talk to the staff person who reported the pest sighting, evaluate the information and make a decision on any subsequent action to be taken;
7. Be familiar with pesticide safety procedures and respond to emergency situations as the need dictates;
8. Make written recommendations for the upgrading of the facility and for the changing of procedures to diminish the ability of pests to get in or find harborage areas in the building;
9. Follow up on the recommendations and/or changes in procedures to confirm that they have been completed; and

10. Provide a detailed written report for each month (or other time period).

INSPECTION PROCEDURES

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

MONITORING AND REPORTING BY SCHOOL STAFF

Assistance from everyone in the school is necessary to maintain a pest-free facility. The following chart indicates the typical areas of the school and who is expected to monitor and report sightings in these areas. Pest reporting forms (Appendix A) are available in the office. Reports are to be returned to **Head Custodian, Grant James**.

Area	IPM Plan Coord.	Cooks	Custo- dians	Teachers, Staff	Students
Kitchen and storage areas	X	X	X		
Restrooms	X		X	X	X
Locker rooms	X		X	X	X
Utility rooms; janitor closets	X		X		
Entrances and halls	X		X	X	X
Classrooms	X		X	X	X
Outdoors	X		X	X	X
Dining areas	X	X	X	X	X
Staff lounge	X		X	X	
Student lockers	X		X		X

ANNUAL REVIEW

Each year during the month of June, school administrators, the IPM Plan Coordinator, and contracted pest control professionals will meet to review the effectiveness of the year's pest control plan and services. Adjustments to the contractual services and to the pest control plan, if needed, shall be made at this annual review.

APPENDIX A

La Harpe C.S.D. #347 INTEGRATED PEST MANAGEMENT PLAN

Please use this form to document pest sightings. Completed forms are to be returned to the school office.

PEST SIGHTING REPORT

Description of the pest or a sample, if available	
Number of pests seen	
Exact location of sighting	
Time and date of sighting	
Name of person making report	

Thank you for helping keep our school a safe and healthy place to learn.