POLICY

Fort Wayne Community Schools is committed to providing students and staff with a safe environment. 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 Fort Wayne Community Schools to incorporate Integrated Pest Management (1PM) procedures for the control of structural and landscape pests. An 1PM program includes both non-chemical and chemical methods to control pests. The objective of this program is to provide the necessary pest control while minimizing pesticide use.

When pesticides are utilized, pesticides are to be handled and applied in compliance with Federal, State, Local and FWCS pesticide regulations. No FWCS employee shall bring, store or apply any pesticide on FWCS properties, including non-restricted pesticides, without the authorization of the Superintendent or Superintendent's designee.

Common examples of pesticides that FWCS employees are not to use in a school facility are, but are not limited to:

- Raid
- Black Flag
- Other manufacturers over the counter pesticide products.

Fort Wayne Community Schools will:

1. Inform, annually, parents and staff of the corporation's pest control policy at the time of student registration (e.g. at the beginning of the school year) by a separate memorandum or as a provision in the student handbook and staff handbook.

2. Maintain a written record for one year, or as mandated by future state guidelines, of any pesticide applications.

INTEGRATED PEST MANAGEMENT DEFINED

Integrated Pest Management (1PM) is a decision-making process that considers cultural, mechanical, biological and chemical controls. Control mechanisms are selected as each situation warrants. Where chemical control is indicated, specific pest populations are targeted for treatment when they are most vulnerable rather than a general pesticide application. Through the use of appropriate control measures and proper application, 1PM can result in a reduction in the use of chemicals contained in pesticides which may adversely impact human health and the environment.

INTEGRATED PEST MANAGEMENT PRIORITIES DEFINED

1. Non-Pesticide Controls

   When making a decision on pest control options, non-pesticide control (alternatives to using pesticides) should be considered first. The non-pesticide controls include cultural, mechanical, physical and biological control methods.

2. Combining Non-Pesticide and Pesticide Controls

   There may be occasions where pesticide application is necessary or appropriate. Ideally, eliminating pesticide use is a broad objective; however, blending non-pesticide and pesticide control measures are preferred over a total reliance on chemical controls.

3. Pesticide Controls

   When a decision is made to apply a pesticide, selective chemical control is demonstrated by using the least toxic product.

   The pesticide label is the key to determining the least toxic pesticide (least hazardous to human health) by looking at the "signal word" of which there are three categories;

   DANGER: Highly toxic

   WARNING: Moderately toxic and

   CAUTION: Slightly toxic

PEST MANAGER: RESPONSIBILITIES AND DUTIES

The pest manager is the person who observes and evaluates the site, or directs others to do so, and decides what IPM pest control options will best achieve the site pest management objectives. The building level pest manager will be the school custodial foreman or engineer. The school corporation level IPM Program Coordinator will be a designated supervisor in the Maintenance and Operations Department of the school system.

The pest manager has the following responsibilities:

1. Monitor the site and pest populations to determine what IPM pest control options are to be taken

2. Keep accurate records of pesticide applications, which include:

   a. Who will make the pesticide application

   b. Name of the pesticide to be used

   c. Purpose of making the pesticide application

   d. Area to be treated

   e. Date and approximate time of the scheduled application

3. Monitor the site and pest populations to determine effectiveness of IPM control options

4. Maintain copies of current pesticide labels, consumer information sheets, and Material Safety Data Sheets (MSDS) of pesticides used

5. Proper pesticide storage

OUTSIDE PEST CONTROL CONTRACTORS

The selected pest control provider agrees to a proactive methodological approach to control pests. This will include conducting building audits, monitoring bait stations, providing maps of bait stations and providing onsite copies of all Material Safety Data Sheets of products used in a facility.

The selected control applicator further agrees in principle to prophylactic pesticide applications during non-occupied periods and under designated emergency conditions as outlined in other provisions of this program.

The selected pest control provider agrees to work with each building pest manager and the 1PM Pest Control Coordinator in maintaining building and Maintenance and Operations Department logs detailing:*

1. Monitorings
2. Graphs
3. Pesticides
4. Label/License
5. Material Safety Data Sheets.

*See section provided in the building 1PM program manual.

NOTIFICATION PROCEDURE

Fort Wayne Community Schools will provide written information by inclusion in the student's and staff's handbook summarizing the school's pesticide use policy to all school staff, students, and parents.

An **Integrated Pest Management** (1PM) approach for controlling insects, rodents and weeds is used at Fort Wayne Community Schools. Our 1PM approach focuses on making the school building and grounds an unfavorable habitat for these pests by removing food and water sources and eliminating their hiding and breeding places. We accomplish this through routine cleaning and maintenance. We routinely monitor the school building and grounds to detect any pests that are present. The pest monitoring team consists of our building maintenance, office, and teaching staff and includes our students. Pest sightings are reported to our 1PM manager who evaluates the "pest problem" and determines the appropriate pest management techniques to use to address the problem. The techniques can include increased sanitation, modifying storage practices, sealing entry points, physically removing the pest, etc.

We only use chemicals (pesticides) when necessary to eliminate a pest problem. The school will try to use the least toxic products when possible. Pesticide applications will be made only when unauthorized persons do not have access to the area(s) being treated. These areas will be secured against access as necessary for the period specified and take into account all precautions found on the pesticide product label.

IPM STRATEGIES FOR INDOOR SITES

Typical Pests:

Mice, rats, cockroaches, ants, flies, wasps, hornets, yellow jackets, spiders, microorganisms, termites, carpenter ants, and other wood-destroying insects. Although beneficial as predators, wasps, hornets, yellow jackets, and spiders can be troublesome.

Entryways:

(Door-ways, overhead doors, windows, holes in exterior walls, openings around pipes, electrical fixtures, or ducts):

1. Keep doors shut when not in use.
2. Place weather stripping on doors.
3. Caulk and seal openings in walls.
4. Install or repair screens.
5. Keep vegetation, shrubs, and wood mulch at least 1 foot away from structures.

Classrooms and Offices:

(Classrooms, laboratories, administrative offices, auditoriums, gymnasiums, and hallways):

- ► 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.
- ► In the science lab, 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.
- ► If students get head lice, consult with a school nurse for control options. Discourage students from exchanging hats or caps and grooming aids at school.

Food Preparation and Serving Areas:

(Dining room, main kitchen, teachers' lounge, home economics kitchen, snack area, vending machines, and food storage rooms):

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

- Place screens on vents, windows, and floor drains to prevent cockroaches and other pests from using unscreened ducts or vents as pathways.

- 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. (Note: Place traps in areas inaccessible to children. Mechanical traps, including glueboards, used in rodent control must be checked daily. Dispose of killed or trapped rodents within 24 hours.)

Rooms and Areas with Extensive Plumbing:

(Bathrooms, rooms with sinks, locker rooms, dishwasher rooms, home economics classrooms, science laboratories, swimming pools, and greenhouses):

- 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 and direct contact with the floor or the walls. This practice also allows for ease in inspection.

Maintenance Areas:

(Boiler room, mechanical room, janitorial-housekeeping areas, and pipechases):

- ► After use, promptly clean mops and mop buckets; dry mop buckets and hang mops vertically on rack above floor drain.
- ► Allow eating only in designated eating areas.
- ► Clean trash cans regularly, use plastic liners in trash cans, and use secure lids.
- ► Keep areas clean and as dry as possible, and remove debris.

IPM STRATEGIES FOR OUTDOOR SITES

Typical Pests:

Mice and rats. Turi pests-broad-leaf and grassy weeds, insects such as beetle grubs or sod webworms, diseases such as brown patch, and vertebrates such as moles. Ornamental plant pests-plant diseases, and insects such as thrips, aphids, Japanese beetles, 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.
- ► Secure lids on trash containers.
- ► Repair cracks in pavement and sidewalks.
- ► Provide adequate drainage away from the structure and on the grounds.

Turf
{Lawns, athletic fields, and playgrounds):

- ► 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; adjust 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, then let turf dry out before nightfall; let soil dry slightly between waterings.
- ► Provide good drainage, and periodically inspect turf for evidence of pests or diseases.
- ► Allow grass clippings to remain in the turf (use a m lching mower or mow often).
- ► Have the soil tested to determine pH and fertilizer requirements.
- ► Use a dethatcher to remove thatch. Do this in early fall or early spring when the lawns can recover and when overseeding operations are likely to be more successful.

- 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 fertilizer and nutrients to annuals and perennials during active growth and to shrubs and trees during dormant season or early in the growing season.

- If 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 pest-resistant varieties, and properly prune for growth and structure.

- Correctly identify the pest in question. Once the pest is identified, recommendations can be made.

- Use pheromone traps as a timesaving technique for determining the presence and activity periods of certain pest species. Pheromones are chemicals released by various organisms as means of communication with others of the same species, usually as an aid to mating.

- Select replacement plant material from among the many disease-resistant types being developed by plant breeders.

- 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 structural and landscape pests. An appropriate application uses the least toxic and most effective and efficient technique and material. Due to their potentially toxic nature, these materials should be applied by qualified applicators in a manner to ensure maximum efficiency, with minimal hazard. Pesticides should 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 U.S. 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:

- Read and follow all label instructions.
- 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 broad spectrum.
- 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 increases the time between pest outbreaks.
- 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.
- Place all rodenticides 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.

- 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.

- Use proper protective clothing or equipment when applying pesticides.

- Properly ventilate areas after pesticide application.

- Keep copies of current pesticide labels, consumer information sheets, and Material Safety Data Sheets (MSDS) easily accessible.

STORING PESTICIDES

Store pesticides off site or in buildings that are locked and inaccessible to all undesignated personnel. Be sure adequate ventilation is provided for the pesticide storage area. Store herbicides separately to avoid potential damage to plants from the absorption of vapors onto other pesticides stored nearby. Avoid storing pesticides in places where flooding is possible or in open places where they might spill or leak into the environment. Store flammable liquids away from an ignition source. Check for state recommendations and requirements for pesticide storage.

If pesticides are stored in occupied buildings, take special care to ensure that the air in the occupied spaces does not get contaminated. Place a notice outside the designated storage area. Store all pesticides in their original containers, and secure lids tightly. Make sure that childproof caps are properly fastened. However, even closed pesticide containers may release toxic chemicals to the air through volatilization. Therefore, store pesticides only in spaces that are physically separated and closed off from occupied spaces and where there is adequate exhaust ventilation (i.e., the air is vented directly to the outside). In addition, precautions are needed to ensure that the air in the storage space has no chance of mixing with the air in the central ventilation system.

The pest manager is responsible for periodically checking stored pesticide containers for leaks or other hazards. To reduce pesticide storage problems, buy only enough of the pesticide product to last through the use season. Mix only the amount of pesticide needed for the immediate application.