School IPM
Preparing for an Audit by TDA/SPCS

Janet Hurley
Texas AgriLife Extension
When TDA/SPCS Comes Calling

• See IPM Coordinator (s)
• Tour at least 1 campus
• May want to meet Superintendent
• Pesticide storage
• Non-commercial applicators
• All your records
  – Filing by campus 10 or more
What they will be looking for

- Policy statement
- Certificates
- Notifications
- Application use records
- Yellow list justification/approval forms
- Red list justification/approval forms
- Emergency waivers, including pesticide application use record.
- **Pest sighting logs or work order documentation of pest sightings**
- List of parents who want to be notified prior to pesticide applications
- Non-chemical control measures
- **Facility inspection checklists**
- Copies of all pesticide labels and MSD sheets
- Pest control contract
- Incidental Use training and pest control records
- Information requests and complaints about pesticides
Policy Statements

- Adopted by School Board
- Kept with Superintendent Office
- Copy kept in IPM records
- Optional places
  - Online, principal (campus notebook)
- Can be modified from TASB if desired
  - update sent out to Superintendents Sept/Oct
Education

• Coordinator training certificate
• In-house licensed persons training and CEU certificates
• Incidental Use Training
• Teacher, staff and employee training
  – Sign in sheets and what taught
  – SafeSchools, SchoolDude, Email, newsletters
Notifications

• 48 hour
  – Schedule of when and where posted

• Parental
  – Copy of statement for handbook
  – Placed on line
  – Keep list of parents who want to be notified

• Emergency Waivers
  – When pest can’t wait 48 hours

• Outdoor
  – Schedule of who and where signs will be posted
Pest Sighting Reports

• How do you track pests?
• Pest sighting logs or work order documentation
• Non-chemical control measures
  – Sanitation
  – physical
  – mechanical
  – prevention measures
Using SchoolDude

• PM Direct
  – How often do you need to inspect – monitor an area – set frequency
  – What to look for
    • Specific items like door sweeps, clutter, water leaks, etc.
  – At will or timed
    • Incoming complaints vs. preventative schedule

• Tracking (Accountability)
  • Assign to craft; budget code, create an IPM project
  • Pull reports for TDA inspections on each campus
Facility Inspections

• Speaks to the heart of the IPM Program
  – Annual Inspections
  – Kitchen Inspections
  – Preventative Maintenance Program
  – Copies of work order requests and completed reports
Monthly Inspection - Template

- Frequency
  - Monthly
- What to look for
  - Evidence of pests
  - Check monitoring
  - Floor drains
  - Food storage
- Craft
  - Pest Control
- Budget Code
- Project
  - IPM Program
Application use records

• Detailed records for all types of treatment on school campus
• Should be received by PMP within 2 business days or negotiated w/ you
• Must contain several elements
• Copies of Labels and MSDS
  – Indoor and outdoor pesticides
# Use Record Data

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<tr>
<th>Date</th>
<th>Time</th>
<th>Applicator Name</th>
<th>Location</th>
<th>Target Pest</th>
<th>Trade Name</th>
<th>EPA-Reg #</th>
<th>Active Ingredient</th>
<th>Amount of Product Used</th>
<th>% of Solution of Product Used</th>
<th>Type of Product (Granular, Liquid, Dust, etc.)</th>
<th>Comments/Notes</th>
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Justification Forms

• Yellow
  – Approval by pest management professional signed and sent to IPM Coordinator within 48 hours
  – Keep in separate file by campus

• Red
  – Conversation with PMP and IPMC
  – Kept in separate file by campus
The Campus Inspection

- Teachers Lounge
- Kitchen Area
- Custodial Closets
- Coaches Area
- Pesticide Storage Area
  - If you have licensed people
  - TDA will now inspect non-commercial
Pesticide/Chemical Storage

- Store dry materials on top shelves, liquids on bottom
- Waterproofed floor and concrete curb to contain spills
- Metal shelving to facilitate cleaning
- NFPA Placard
- Back-siphon prevention devices on all water sources
- Separate storage for respirators and other personal protective equipment helps prevent contamination
- Good site drainage
- Ventilation
DANGER HERBICIDES

STORAGE

FOR INFORMATION CONTACT:
TONY BAILEY, IPM COORDINATOR
770-327-6415, OUTSIDE
770-327-6416, WITHIN

FLAMMABLE
KEEP FIRE AWAY
Additional Items

- Pest Control Contract(s)
- Outline of the IPM Program
- Management Plans
- How to prepare
  - Collect team members
  - Custodial, Maintenance, Grounds, School Nurse, others
Do What You are Doing Now
Think Pest

• Grounds
  – Mowing and fertilization schedule
  – Athletic field schedules
• Maintenance
  – Preventative maintenance
  – Routine environmental inspections
• Custodial
  – Cleaning schedules
  – Deep cleaning of equipment
• Medical – Risk
  – Identification of at risk students
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Developing Plans

• Determining threshold levels
  – Zero is not a threshold level
  – Use real numbers – 1 to 3, 3 – 5, 5 – 10 etc.

• Developing steps that are taken
  – In classroom – vacuum, caulk, empty trash
  – How do you react now? Have you written it down?

• Examples
  – Book
  – [http://schoolipm.tamu.edu/IPM_forms.asp](http://schoolipm.tamu.edu/IPM_forms.asp)
Questions

Thank you

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877-747-6872

• Remember to come to the Statewide IPM meeting Nov. 18 & 19, San Marcos see Onsite for Info.