

<u>X</u>	Monitored
<u>X</u>	Mandated
<u>X</u>	Other Reasons

Policy

OPERATION AND MAINTENANCE OF PLANT

The board of education is responsible for providing school facilities that are safe from hazards; sanitary; properly equipped, lighted and ventilated; and aesthetically suited to promoting the goals of the district. School buildings and site accommodations shall include provisions for individuals with disabilities pursuant to law and regulations.

The Superintendent shall develop and enforce detailed regulations for the safe and sanitary operation of the buildings and grounds. The regulations shall be reviewed and adopted by the board, and explained to all staff annually at the beginning of each school year and when any changes are made. The Superintendent and board secretary shall develop a multiyear comprehensive maintenance plan for board approval, to be updated annually.

Integrated Pest Management

The New Jersey School Integrated Pest Management Act of 2002 requires schools to implement a school integrated pest management policy. As per this policy, each local school board of a school district, the Chief Administrator of a public school, each board of trustees of a charter school, and each Principal or Chief Administrator of a non-public school as appropriate, shall implement Integrated Pest Management (IPM) procedures to control pests and minimize exposure of children, faculty, and staff to pesticides. Medford Lakes School District shall develop and maintain an IPM plan as part of the school's policy.

Integrated pest management procedures in schools

Implementation of IPM procedures will determine when to control pests and whether to use mechanical, physical, cultural, biological or chemical methods. Applying IPM principles prevents unacceptable levels of pest damage by the most economical means and with the least possible hazard to people, property, and the environment.

Each school shall consider the full range of management options, including no action at all. Non-pesticide pest management methods are to be used whenever possible. The choice of using a pesticide shall be based on a review of all other available options and a determination that these options are not effective or not reasonable. When it is determined that a pesticide must be used, low impact pesticides and methods are preferred and shall be considered for use first.

Development of IPM plans

The school IPM plan is a blueprint of how Medford Lakes School District will manage pests through IPM methods. The school IPM plan states the school's goals regarding the management of pests and the use of pesticides. It reflects the school's site-specific needs. The IPM plan shall provide a description of how each component of the school IPM policy will be implemented at the school. For public schools, the Superintendent, in collaboration with the school building administrator (principal), shall be responsible for the development of the IPM plan for this school. For charter schools and non-public schools, the development of the IPM plan shall be the responsibility of the Superintendent or Principal.

OPERATION AND MAINTENANCE OF PLANT (continued)

IPM Coordinator

The Buildings and Grounds Supervisor, Principal, or a designated person shall designate an integrated pest management coordinator, who is responsible for the implementation of the school integrated pest management policy.

Education /Training

The school community will be educated about potential pest problems and IPM methods used to achieve the pest management objectives.

The IPM Coordinator, other school staff and pesticide applicators involved with implementation of the school IPM policy will be trained in appropriate components of IPM as it pertains to the school environment.

Students, parents/guardians will be provided information on this policy and instructed on how they can contribute to the success of the IPM program.

Record keeping

Records of pesticide use shall be maintained on site to meet the requirements of the state regulatory agency and the school board.

Records shall also include, but are not limited to, pest surveillance data sheets and other non-pesticide pest management methods and practices utilized.

Notification/Posting

The Buildings and Grounds Supervisor, Principal, or a designated person of Medford Lakes School District, is responsible for timely notification to students' parents or guardians and the school staff of pesticide treatments pursuant to the School IPM Act.

Re-entry

Re-entry to a pesticide treated area shall conform to the requirements of the School IPM Act.

Pesticide applicators

The IPM coordinator shall ensure that applicators follow state regulations, including licensing requirements and label precautions, and must comply with all components of the School IPM Policy.

Evaluation

Annually, for public schools, the Superintendent will report to the local school board on the effectiveness of the IPM plan and make recommendations for improvement as needed. For non-public schools and charter schools, the Superintendent(s) or Principal(s) shall report to their respective governing boards on the effectiveness of the school IPM plan and make recommendations for improvement as needed.

The local school board directs the Superintendent to develop regulations/procedures for the implementation of this policy.

OPERATION AND MAINTENANCE OF PLANT (continued)

Date: **Reviewed: December 19, 2007; February 16, 2011**
 Readopted: October 22, 2008; April 13, 2011

Legal References: Use legal reference sheet.

Cross References: List your appropriate policies. See legal reference sheet for possibilities.

Key Words

Operation and Maintenance of Plant, Buildings and Grounds, Maintenance

Legal References

OPERATION AND MAINTENANCE OF PLANT

QSAC Monitored:

Section 4: Fiscal Management

Mandated:

N.J.S.A. 13F-22(b) requires the adoption of a school integrated pest management policy consistent with the model policy developed pursuant to N.J.S.A. 13:1F-22 (a).

N.J.A.C. 6A:23A-6.9 (“accountability regulations”) requires school districts with three or more district buildings to have an automated work order system in place for prioritizing, performing and recording all maintenance and repair requests for all buildings and grounds.

N.J.A.C. 6A:26-12.2(a)1, 2 require board adoption of written policies and procedures addressing safe and sanitary operation and maintenance of school facilities and grounds according to the provisions established in that chapter; safe storage and use of potentially hazardous material on school property; prevention of accidents, panic and fire; compliance with community right-to-know requirements and provision for and maintenance of suitable and safe equipment.

Other Reasons:

N.J.S.A. 13:1F-22(a) requires the commissioner of the department of environmental protection in consultation with the commissioner of education, the New Jersey School Boards Association and the New Jersey Cooperative Extension of Rutgers to develop a model school integrated pest management policy.

Recommendation:

A policy directing development, revision, adoption and dissemination of required rules, regulations and reports. The policy may also address statute and administrative code requirements for provision of clean, safe, sanitary and adequate school facilities and for keeping current lists of contracts for maintenance. Specifics of hazardous storage are more properly addressed in your building safety policy. Include the integrated pest management language here.

Legal References:

- N.J.S.A. 13:1F-19 through -33
- N.J.S.A. 18A:17-49 through -52
- N.J.S.A. 18A:18A-1 et seq.
- N.J.S.A. 18A:18A-37
- N.J.S.A. 18A:22-8
- N.J.S.A. 34:5A-1 et seq.
- N.J.S.A. 34:6A-25 et seq.

“School Integrated Pest Management Act”

Buildings and grounds supervisors to be certified
Public schools contracts law

Award of purchases, contracts, agreements
educational facilities managers

Contents of budget; program budgeting system

Worker and Community Right to Know Act

New Jersey Public Employees Occupational Safety
and Health Act

<u>N.J.A.C.</u> 5:23-7	Barrier free subcode of the uniform construction code
<u>N.J.A.C.</u> 6A:23A-6.9	Facilities maintenance and repair schedule and accounting
<u>N.J.A.C.</u> 6A:26-12.1 <u>et seq.</u>	Operation and Maintenance of Facilities
<u>See particularly:</u>	
<u>N.J.A.C.</u> 6A:26-12.2(a)1, 2	
<u>N.J.A.C.</u> 6A:30-1.1 <u>et seq.</u>	Evaluation of the Performance of School Districts
<u>N.J.A.C.</u> 6A:32-12.1	Reporting requirements
<u>N.J.A.C.</u> 7:30-13.1 <u>et seq.</u>	Integrated Pest Management

Possible

Cross References:

*1410	Local units
*2240	Research, evaluation and planning
*3000/3010	Concepts and roles in business and noninstructional operations; goals and objectives
*3516	Safety
*5141	Health
6161	Equipment, books and materials
*7110	Long-range facilities planning
*9130	Committees

*Indicates policy is included in the Critical Policy Reference Manual.