



BAYONNE BOARD OF EDUCATION
Administration Building
669 Avenue A
Bayonne, New Jersey 07002

Thomas Fogu, Jr.
Assistant School Business Administrator

Tel: (201) 858-5560
Fax: (201) 858-5599
Email: tfogu@bboed.org

To: Dr. Wachera Ragland-Brown, Principal, Midtown Community School #8
James Pondillo, Assistant Principal, Midtown Community School #8
Nicole Morrow, Assistant Principal, Midtown Community School #8

From: Scott Nolan, Code Compliance Supervisor *SN*
Thomas Fogu, Jr., Assistant School Business Administrator *TF*

Date: August 2021

Re: Integrated Pest Management (IPM)

The New Jersey School Integrated Pest Management Act requires schools to implement a school integrated pest management policy (IPM).

Therefore, the Bayonne School District has implemented a policy – see attached. In short this means that non-pesticide methods are to be used whenever possible. IPM uses a wide variety of practices to reduce pests without the use of toxic pesticides.

The use of non-pesticide methods means that housekeeping and monitoring skills must be at the highest level in order to maintain a pest free environment.

When determined that a pesticide must be used, low impact pesticides and methods shall be used first. All staff will play a role in implementing the policy. Administrators, Principals, Nurses, Teachers, Secretaries, and Custodial Staff will be instrumental in instituting the policy.

I, along with Thomas Fogu, Jr., have been given the responsibility of overseeing this program and explaining the role that all of us will have in this program.

By law, the Bayonne Board of Education will have the responsibility of notification and education. All students will receive a notice informing their parents, that the Bayonne Board of Education has implemented an IPM Program with a copy of the actual plan. In addition, each individual school will receive informative brochures for review by staff, that should be posted and readily available at any time. The IPM Policy will also be available for review on the Board of Education website. Again, these are things that are required of us by law.

Principals will have the responsibility of reviewing the policy with parents and teachers at PTA meetings. In addition, Principals will share the responsibility with this office of the annual notification process, posting process, and all other record keeping required by law of us. My office will instruct the individual schools as to what paperwork is required in the event that a non-low impact pesticide must be used. All buildings will be given a red log book to be kept in a safe place. In this book is all the proper notification and posting signs that we are required by law to use, in the event that a non-low impact pesticide must be used.

The annual **pre-notification form** is to go home to parents once a year. (mandatory) The **notice of pesticide application form** is to be posted on every exterior door and the office bulletin board to inform the

parents and staff of the pesticide application with the dates on it. (Form D in book – mandatory). The **emergency pesticide application form** is a form that is to be sent home notifying the parents that a pesticide had to be used in an emergency situation. This notice must be sent within 24 hours or the next day, whichever is sooner. (Form C in book – mandatory)

Again, keep in mind that these postings and notifications are only necessary in the event that a non-low impact pesticide has to be used. If using a low impact method, no notification is necessary.

All information needed to complete these forms will be provided from this office.

The **school integrated pest management** act compliance form is a form that the exterminating contractor will have the IPM Coordinator sign off on, verifying that all notifications and postings have been done. As notification to all parents is our responsibility. (Form E in book – mandatory). The **commercial applicator record keeping form** is to be filled out by the exterminator and kept on file in the book. All receipts from the exterminator should also be filed in the red book in the inside pocket of the binder. The **pest problem report** is a form that all staff can fill out or use when a problem has been detected. These forms can be forwarded to my office and a cause of action will be determined, after an investigation. (Useful – not mandatory). The **pesticide application log** is a log that will be used to keep an ongoing list of all pesticides used in the school that can be supplied to the public upon request. (Form F –Mandatory). The **food service report** is an inspection form that can be used for reporting troubled areas in food service and kitchen areas. This would only apply to buildings with those areas. (Useful – not mandatory). Please note that all of the forms can be duplicated when needed.

Nurses will consider potential pesticide exposure when evaluating a child's health complaint. School nurses shall have access to material safety data sheets (MSDS) for any chemicals used on school property. In addition, nurses will have the Poison Control Center Hotline phone number on hand (1-800-222-1222) in case acute poisoning is suspected. Nurses shall continue to monitor for head lice and educate the parents and staff about preventing the spread of head lice. All of this information has been forwarded to their Supervisor for distribution to the nurses.

Teachers will be responsible of keeping food and drinks that are in their classrooms in sealed plastic containers. Cardboard storage boxes must be discarded as they are prime breeding areas for bugs. In addition, teachers will report troubled areas to their custodians or principals, so that the proper measures may be taken to rectify the problem. Finally, teachers will pass on literature and postings to their students as it is distributed.

Secretaries will work closely with their principals and my office for the required information to complete the documents in the red book when needed.

Custodians will be responsible for the cleanliness of the building and for reporting troubled areas to the shop. In the event that an exterminator is needed, the engineer or custodian will be responsible for putting any paperwork from the exterminator in the inside flap of the red book as it must be kept on file at all times. In order for the program to be successful, all members of the School Community must be involved. Keep in mind that all staff are expected to follow through with their responsibilities as we will be reviewed randomly by the State and County. The main goal, is to educate, notify, and record keep to be in complete compliance. Initially, the paperwork appears to be overwhelming, but hopefully as the plan falls into place, things will run smoothly. Again we do not have choices, we are mandated by law to comply. If you have any questions, feel free to contact my office. I look forward to working with all of you.



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I.P.M. POLICY

The New Jersey School Integrated Pest Management Act requires schools to implement a school integrated pest management policy.

The law requires the superintendent of the school district, for each school in the district, the board of trustees of a charter school, and the principal or lead administrator of a private school, as appropriate, to implement Integrated Pest Management (IPM) procedures to control pests and minimize exposure of children, faculty, and staff to pesticides. The Bayonne School District shall therefore 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 The Bayonne 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 Local School Board, in collaboration with the school building administrator (principal), shall be responsible for the development of the IPM plan for this school.

IPM Coordinator

The Superintendent of Schools 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, the 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 IPM Coordinator of The Bayonne 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 Principal 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 Lead Administrator or Principal 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 or other respective governing boards directs the Principal or Lead Administrator to develop regulations/procedures for the implementation of this policy.

Authorizing Regulatory references

The School Integrated Pest Management Act of 2002
N.J.A.C. Title 7 Chapter 30 Subchapters 1-12
Pesticide Control Act of 1971



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ANNUAL INTEGRATED PEST MANAGEMENT NOTICE
FOR SCHOOL YEAR 2021-2022

MIDTOWN COMMUNITY SCHOOL #8

Dear Parent, Guardian, or Staff Member:

This notice is being distributed to comply with the New Jersey School Integrated Pest Management Act. Midtown Community School #8 has adopted an Integrated Pest Management (IPM) Policy and has implemented an IPM Plan to comply with this law. IPM is a holistic, preventive approach to managing pests that is explained further in the school's IPM Policy included with this notice.

All schools in New Jersey are required to have an Integrated Pest Management Coordinator (IPM Coordinator) to oversee all activities related to IPM and pesticide use to the school.

The IPM Coordinator for Midtown Community School #8 is: SCOTT NOLAN

Business Address: c/o Bayonne High School Phone: 201-858-5809
667 Avenue A
Bayonne, NJ 07002

The IPM Coordinator maintains the pesticide product label, and the Material Safety Data Sheet (MSDS) (When one is available), of each pesticide product that MAY BE USED ON SCHOOL PROPERTY. The label and MSDS are available for review by a parent, guardian, staff member, or student attending the school. Also, the IPM Coordinator is available to parents, guardians, and staff members for information and to discuss comments about IPM activities and pesticide use at the school.

In an effort to reduce risks that are associated with a Pest Control Program, the school has contracted Bayonne Exterminating Company to serve as a licensed Pest Management Professional. Bayonne Exterminating would like to extend itself to you, as parents and staff, to answer any questions and allay any fears you might have. Please contact the office via phone (201) 339-5119 during regular business hours, or email them at ralphjr@bayexco.com with any concerns or questions.

As part of a school pest management plan Midtown Community School #8 may use pesticides to control pesticides to control pests. The United States Environmental Protection Agency (EPA) and the New Jersey Department of Environmental Protection (DEP) register pesticides to determine that the use of a pesticide in accordance with instructions printed on the label does not pose an unreasonable risk to human health and the environment. Nevertheless, the EPA and the DEP cannot guarantee that registered pesticides do not pose any risk to human health, thus unnecessary exposure to pesticides should be avoided. The EPA has issued the statement that where possible, persons who are potentially sensitive, such as pregnant women, infants and children, should avoid unnecessary pesticide exposure.

As an extra added precaution, Bayonne Exterminating has designed its School IPM Program with Low-Impact and/or botanically derived Minimum Risk pesticides used only when necessary. Non-Low-Impact pesticides may be used if, and only if, there is significant health threat posed by pest infestation and proper notification has been affected.

A copy of the school district's IPM policy is enclosed and all MSDS sheets are on file in the office of the IPM Coordinator.



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To: Thomas Jacobson, Director of Nurses

From: Scott Nolan, Code Compliance Supervisor *SN*
Thomas Fogu, Jr., Assistant School Business Administrator *TF*

Date: September 2021

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To: All Custodial, Engineering, Transportation and Food Service Staff

From: Scott Nolan, Code Compliance Supervisor *SN*
Thomas Fogu, Jr., Assistant School Business Administrator 

Date: August 2021

Re: Integrated Pest Management (IPM)

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