



Pathway to the Future

Integrated Pest Management Program

**Berryessa Union School District
981 Ridder Park, San Jose CA 95131
408-923-1800**

Updated December 2021

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Introduction

The Integrated Pest Management Program (IPM) is the foundation for determining those procedures and the selection criteria to safeguard the health and well being of the students, staff and community members, as well as maintain an ecologically sound and safe school environment.

Contacts:

Berryessa Union School District (Corporation Yard)
945 Piedmont Road
San Jose, CA 95132

IPM Coordination: Dan Norris (408) 923-1892 Dnorris@busd.net

IPM statement: It is the goal of the Berryessa Union School District to implement IPM by focusing on long-term prevention or suppression of pests through accurate pest identification, by frequent monitoring for pest presence, by applying appropriate action levels, and by making the habitat less conducive to pests using sanitation and mechanical physical controls. Pesticides that are effective will be used in a manner that minimizes risks to people, property and the environment, and only after other options have been shown ineffective.

IPM Team:

Name	Title	Work Phone	Role
Dan Norris	Director of MOT	(408) 923-1898	Supervisor/IPM Coordinator
TBD	Ground Worker- Lead		Applicator /Reporter

Prior to any application by way of a contractor, the school district has confirmed that the pest control business understand the requirements of the Healthy Schools act and necessary training.

Monitoring and inspecting for pests and conditions that lead to pest problems are done regularly by Berryessa Union School District Ground Worker- Lead and are communicated to the Director of MOT who is assigned the role of IPM coordinator. Specific information about monitoring and inspecting for pests, such as locations and times or techniques are included in the IPM plan that follows.

Chemical pest Management practices: If non-chemical methods are ineffective, the school district will consider pesticides only after careful monitoring indicates that they are need according to pre-established action levels and will use pesticides that pose the lease possible hazard and are effective in a manner that minimizes risks to people, property and the environment. These pesticides are also listed on our Healthy Schools Act (AB2260) Policy statement and annual parent notification letter (Attachment).

Reports of all pesticides applied by school district staff during the calendar year, except pesticides exempt from HAS recordkeeping, are submitted to the Department of Pesticide Regulation at least annually, by January 30 of the following year, using the form provided at www.cdpr.ca.gov/schoolipm (Education Code Section 16711). Archived reports are also available for review on the BUSD MOT homepage.

A. Definition

“Integrated Pest Management” (as stated in the Healthy Schools Act of 2000)- a pest management strategy that focuses on long-term prevention or suppression of pest problems through a combination of techniques such as monitoring for pest presence and establishing treatment threshold levels, using non-chemical practices to make the habitat less conducive to pest development, improving sanitation, and employing mechanical and physical controls. Pesticides that pose the least possible hazard and are effective in a manner that minimizes risks to people, property, and the environment, are use only after careful monitoring indicates they are needed according to pre-established guidelines and treatment thresholds.

“School Site” means any facility used or public daycare, kindergarten, elementary, or secondary school programs. The term includes the building or structures, playgrounds, athletic fields, school vehicles or any other area of school property visited or used by pupils (EC 17609(e)).

“Emergency Conditions” means any circumstances in which the Director of MOT, Dan Norris, deems that the immediate use of a pesticide is necessary to protect the health and safety of pupils, staff, or other persons, or the school site (EC 17609 (e)).

B. Berryessa Union School District Responsibilities:

Assembly Bill No. 2260 (Healthy Schools Act of 200, Education Code sections 17609-17613 and Food and Agricultural Code Sections 13180-13188) was signed into law September 25, 2000. The assembly Bill 2000 took effect January 1, 2001. The bill states:

- a. Each School site shall maintain records of all pesticide use at the school site for a period of four years and shall make this information available to the public (EC 17611). The IPM logs will also report data and techniques used and will be available for review in the MOT department.
- b. The Director of MOT shall annually provide to all staff and parents or guardians of pupils enrolled in the district a written notification of all pesticides products expected to be applied at the school facility during the upcoming year (EC 17612(a)).
- c. The Director of MOT shall provide the opportunity for recipients to register with the school district if they wish to receive notification of individual pesticide applications at the school facility. Persons who register for such notification shall be notified of individual pesticide applications at least 72 hours prior to the application (EC 17612).
- d. If a pesticide is not included in the annual notification is subsequently intended to be used at the school site, the Director of MOT shall, at least 72 hours prior application, provide written notification of its intended use (EC 17612).
- e. The Director of MOT shall make every effort to meet these requirements in the least

- costly manner (EC 17612 (B)).
- f. Pest control measures taken during an emergency condition shall not be subject to the requirements of paragraph (1) and (2). However, the Director of MOT shall make every effort to provide the required notification for an application of a pesticide under emergency conditions (EC 17612 (C)).
 - g. The persons responsible for chemical control shall post each area of the schools site where pesticides will be applied with a warning sign. The warning sign shall be prominently display:
 - i. The term "Warning/Pesticide Treated Area
 - ii. The Product name
 - iii. The Manufactures Name
 - iv. The EPA's product registration Number
 - v. Intended Date of Application
 - vi. Areas of Treatment
 - vii. Reasons of Treatment
 - h. The warning signs shall be visible to all persons entering the treated area and shall be posted 24 hours prior to application and remain posted until 72 hours after the application (EC 17612 (e))
 - i. Requirements shall not apply to pesticide products deployed in the form of self-contained bait or trap, to gel or paste deployed as a crack and crevice treatment, to any pesticide exempt from regulation by the EPA or to antimicrobial pesticides (EC17610.5)

C. Treatment Selection and application:

Treatment selection refers to the selection of strategies that should be carried out in order to manage the specific pest situation. The strategies available include education, redesigning or rebuilding of the structure or furnishings, habitat management, alteration of maintenance activities, physical controls, biological controls and chemical controls. Each of these is described below.

- a. Education: Education means informing persons occupying spaces where pest problems have occurred of the conditions which cause pest problems to persist or worsen (i.e. food crumbs, dirty dishes, etc.)
- b. Redesigning or Rebuilding: This means replacing structural conditions that attract pests with conditions that discourage pests (i.e. garbage cans that are least accessible to rates)
- c. Habitat Modifications: This strategy focuses on eliminating the life supports of the pests such as food, water, hiding and breeding grounds (i.e. debris piles from walls, caulking cracks, screening vents).
- d. Physical Controls: These include pest management techniques that require repeat applications and maintenance such as barriers, traps, fly swatters, vacuums and absorptive dusts.
- e. Biological Controls: These include parasites and predators that kill pests.
- f. Chemical Controls: Chemical application that include attractants, repellents, growth hormones, sterilants and poisons, all of which are supposed to kill pests.

D. Steps in the IPM Program:

Integrated Pest Management (IPM) is a process that supports the District's goal of limited chemical use. The following steps are:

- a. Documentation of the pest problem. When someone identifies a problem, the nature, location, and extent to the problem will be defined and it will be determined if the problem is injurious and requires action. Responsible person(s): Director of MOT, Maintenance Supervisor and Project Coordinator.
- b. Establishment of action and technique using the minimum level of pest injury that will be tolerated to solve the problem. Responsible person(s): Director of MOT, Maintenance Supervisor and Project Coordinator.
- c. Options for treatment. The strategies, methods and tools that will be used must be identified. Responsible person(s): Director of MOT, Maintenance Supervisor and Project Coordinator.
- d. How IPM will be performed. Operational procedures for the selected management procedures and the timing and frequency of treatments will be determined. Responsible person(s): Director of MOT, Maintenance Supervisor and Project Coordinator.
- e. Where treatment will be performed. Priority treatment areas and size and location will be determined. Responsible person(s): Director of MOT, Maintenance Supervisor and Project Coordinator.
- f. Monitoring of management practices and the resource ecosystem. Responsible person(s): Director of MOT, Maintenance Supervisor and Project Coordinator.
- g. Analysis and Evaluation of monitoring data. Responsible person(s): Director of MOT, Maintenance Supervisor and Project Coordinator.
- h. Recording of all activities in the management program. Logs at sites for maintenance and upkeep. Responsible person(s): Director of MOT, Maintenance Supervisor and Project Coordinator, Grounds Worker- Lead.

E. Guidelines for the Use of Pesticides

- a. Intent- The intent of a pesticide use guidelines is to restrict the use and impact of pesticides within the community and environment; to ensure adequate consideration and implementation of cost-effective, non-chemical landscape management practices; and to educate the district and the community about the toxicity and hazards of pesticide use.
- b. Unless otherwise demonstrated to be necessary, any application of pesticides will be limited to the following locations:
 - i. Where there is a safety hazard for which there is no feasible management alternative
 - ii. Where there is an impending loss of structural or functional integrity of an important district resource which cannot be managed without the use of pesticides
 - iii. Where non-chemical methods of pest management can be successful only after initial control of pests has been established.

Pesticide Treated Posting

- 1. Please see Attachment A- BUSD Pesticide Treated Area posting used throughout our sites

Annual Pesticide Use Reporting for schools and childcare center employees

1. Please see Attachment B- Annual Pesticide Use Reporting For School and Child Care Center Employees used by BUSD and submitted on an annual basis.

Healthy Schools Act (AB 2260) Policy Statement and Annual Parent Notification letter

1. Please see Attachment C- Healthy Schools Act (AB 2260) Policy Statement and Annual Parent Notification Letter communicated to parent on an annual basis at the start of each school year.

[Approval history of this plan](#)

[Updated on 4/2017 and approved through BUSD Safety Committee on 5/2017](#)

[Updated on 4/2019 and approved through BUSD Safety Committee on 5/2019](#)

[Updated on 9/2020.](#)

Updated December 2021

Updated December 2022

Updated December 2023

Updated March 2025

Updated October 2025

WARNING: PESTICIDE TREATED AREA

Name of Pesticide: _____

Name of Manufacturer: _____

US EPA Registration No.: _____

Intended Application Date _____

Treated Areas _____

Actual Application Date _____

Reason for Treatment _____

For more information about this pesticide application contact:

Name _____ Title _____

For recordkeeping purposes per the Healthy Schools Act: Amount of Pesticide Used _____

PESTICIDE USE REPORTING FOR SCHOOL AND CHILD DAY CARE CENTER EMPLOYEES

APPLICATION YEAR	SCHOOL DESIGNEE (IPM COORDINATOR)	DISTRICT / CENTER NAME	LICENSE / CERTIFICATE NUMBER (OPTIONAL)				
REPORT PREPARED BY:		E-MAIL ADDRESS	CITY	PHONE NUMBER			
School CDS #/Child Day Care Facility # OR Name & Address AND Specify if School or Child Day Care Facility	County Code	Date & Time Application Completed	Location (# from list on back)	Manufacturer & Name of Product Applied	EPA REG. Number on Label or CA Reg. Number for adjuvants (include alpha code, if listed)	Amount of Pesticide Product Used (check or write in unit from label)	Pest Control Code (from list on back)
<input type="checkbox"/> School <input type="checkbox"/> Day Care						<input type="text"/> (vol.) <input type="checkbox"/> OZ <input type="checkbox"/> ML <input type="checkbox"/> PT <input type="checkbox"/> (wt.) <input type="text"/> GR <input type="text"/> OZ <input type="text"/> LB	
<input type="checkbox"/> School <input type="checkbox"/> Day Care						<input type="text"/> (vol.) <input type="checkbox"/> OZ <input type="checkbox"/> ML <input type="checkbox"/> PT <input type="checkbox"/> (wt.) <input type="text"/> GR <input type="text"/> OZ <input type="text"/> LB	
<input type="checkbox"/> School <input type="checkbox"/> Day Care						<input type="text"/> (vol.) <input type="checkbox"/> OZ <input type="checkbox"/> ML <input type="checkbox"/> PT <input type="checkbox"/> (wt.) <input type="text"/> GR <input type="text"/> OZ <input type="text"/> LB	
<input type="checkbox"/> School <input type="checkbox"/> Day Care						<input type="text"/> (vol.) <input type="checkbox"/> OZ <input type="checkbox"/> ML <input type="checkbox"/> PT <input type="checkbox"/> (wt.) <input type="text"/> GR <input type="text"/> OZ <input type="text"/> LB	
<input type="checkbox"/> School <input type="checkbox"/> Day Care						<input type="text"/> (vol.) <input type="checkbox"/> OZ <input type="checkbox"/> ML <input type="checkbox"/> PT <input type="checkbox"/> (wt.) <input type="text"/> GR <input type="text"/> OZ <input type="text"/> LB	
<input type="checkbox"/> School <input type="checkbox"/> Day Care						<input type="text"/> (vol.) <input type="checkbox"/> OZ <input type="checkbox"/> ML <input type="checkbox"/> PT <input type="checkbox"/> (wt.) <input type="text"/> GR <input type="text"/> OZ <input type="text"/> LB	

Use this form ONLY to report pesticide applications made by schoolsite employees, staff, and volunteers at schools and child care centers. DO NOT report pesticide use by pest management professionals contracted to apply pesticides at schoolsites. They will report their own use. Report must be submitted no later than January 30th of the year following the year of use to:

School Pesticide Use Reporting, Department of Pesticide Regulation, P.O. Box 4015, Sacramento, CA 95812-4015

INSTRUCTIONS:

1. Each line is an individual pesticide application. Report only one schoolsite, date/time, and pesticide per line. Multiple pages will be needed if you need to report more than 5 pesticide applications.
2. A name and address is required for each schoolsite. A cover sheet with all schoolsite names/addresses can be included with your report to prevent repetitive writing/typing.
3. Applicators: If you are mixing a concentrate with a liquid, report the amount of concentrate applied. For products that don't require dilution, report the amount of finished product applied.

PEST CONTROL CODES:

Code 10 - Structural Pest Control..... includes pest control work performed within or on buildings or other structures

Code 30 - Landscape Maintenance Pest Control ... includes pest control work performed on landscape plantings around buildings

Code 80 - Vertebrate Pest Control includes pest control work performed by public agencies or work under the supervision of the State or county agricultural commissioner

LOCATION CODES:

1 Administration Bldg	5 Cafeteria/Kitchen	9 Landscape (indoor)	13 Multipurpose Room	17 Vehicle
2 Athletic Field	6 Classroom	10 Landscape (outdoor)	14 Playground	18 Multiple Locations
3 Auditorium	7 Gymnasium	11 Library	15 Pool	19 Other (Please indicate)
4 Bldg, Exterior	8 Hardscape (parking lot, sidewalk, etc.)	12 Locker Room	16 Restroom	_____

Reason for application is not required for reporting. This form, when filled out completely, can be used as the pesticide use record required under HSA.
Reasons for application (required for Healthy Schools Act recordkeeping).

Application 1:

Application 2:

Application 3:

Application 4:

Application 5:

Dr. Roxane Fuentes
Superintendent

1376 Piedmont Road
San Jose, CA 95132-2427



Phone: (408) 923-1800
Fax: (408) 923-0623

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Healthy Schools Act (AB 2260) Policy Statement and Annual Parent Notification Letter

In compliance with California State law, Berryessa Union School District will adhere to the **Healthy Schools Act (AB 2260: Ed. Code 17612m 48980 and 48980.3)** practice and procedures to minimize pesticide/herbicides exposure to children, staff, and community will be emplaced in all district schools.

Pests

It is the practice of this school district to control pests in the school environment. Pests such as cockroaches, fleas, fire ants, stinging wasps, termites and rodents are annoying and can disrupt the learning environment in schools. Pests are known to bite, sting, or transmit diseases and may also cause allergic responses.

Pesticides/Herbicides

It is the practice of this school district to reduce exposure to pesticides and herbicides in the school environment. When pesticides or herbicides are used to control pests and weeds in schools, there is potential for human exposure. Excessive exposure may result in pesticide/herbicides poisoning or allergic responses in sensitive individuals. Children may be more susceptible to pesticides than adults due to their smaller size and rapid growth and development.

AB 2260, the Healthy Schools Act of 2000

- Non-chemical prevention of pest and weed populations is always preferred using such methods as sanitation, exclusion, and cultural practices.
- The selection and use of the least hazardous methods and materials effective for the control of targeted pests and weeds will be implemented.
- Application of pesticides will only be used “as needed” to correct verified problems.
- All parents and staff will be notified annually in writing of the anticipated pesticide/herbicide products and applications to be regularly used throughout the school year.
- A notice will be sent home with your child at least 72 hours prior to a pesticide application.
- Warning signs will be posted at all entrances to the School property twenty-four hours prior to regular pesticide/herbicide applications and will remain posted for seventy-two hours after the application.
- Active ingredients of all pesticides used by the School District and/or copies of AB 2260 may be obtained by written request to the Director of MOT, Dan Norris at the Berryessa Union School District, 1376 Piedmont Road, San Jose, CA 95132 or by contacting the California Department of Pesticide Regulation website, www.cdpr.ca.gov.
- In the event of an “emergency application of a pesticide to control a specific and documented problem, signs will be posted immediately and remain posted for seventy-two hours following the application procedure.

Success

The success of a the **Healthy Schools Act (AB 2260)** in schools is dependent upon:

- The full cooperation of administrators, faculty, maintenance/custodial staff, parents, students and the community.
- The establishment of a District-wide coordinator and advisory committee.
- School-based safety committees that shall include pest management and pesticide policies and procedures as part of their agenda.
- Each school designating a staff member to coordinate the Healthy Schools Act and ensuring the maintenance of pest management records.

The Berryessa Union School District invites questions, concerns and suggestions from our parents, community, students and staff. All comments addressing the above noted practice should be addressed to Maintenance and Operations Dept. at (408) 923-1892, Berryessa Union School District, 945 Piedmont Rd. San Jose, CA 95132.

