

# Certificate of Completion

*Is hereby granted to:*

John W. Gilbert

*For completing the*

## School IPM Plan Coordinator Training

*Conducted by*

The Oregon State University School IPM Program, housed at the Integrated Plant Protection Center, Oregon State University. This training is an OSU-approved training course that satisfies the ORS 634.720 6-hour training requirement for school IPM plan coordinators.



2/14/12

Date of Completion

A handwritten signature in blue ink, which appears to read "Tim Stock", is written over a horizontal line.

Tim Stock, OSU School IPM Program  
Coordinator, IPPC, OSU

## MONITORING TRAP CHECK AND REPLACEMENT RECORD

Falls City School Dist. #57 2012-2013

School

School John W. Schout + Facilities Manager + IPM Cord.  
Your name & employment position

Your name & employment position

[illegible]

Pest Vulnerable Areas (PVAs)	Monitor Placement Area
1. Kitchen/cafeteria	Dry storage and pantry, dishwasher area, near external cafeteria doors, near floor drains, within the lower panels of serving counters
2. Staff lounge	Behind vending machines, in counter or drawer, behind microwave, behind or next to refrigerator
3. Custodian's storage	Under shelving, near floor sink, near external door (if present)
4. Reported hot zones from pest sighting log	Under counters, sinks, near windows
5. Special Education or kindergarten classrooms	Near food preparation area and backpack storage, under sink
6. Home economics, life skills classrooms	Near stove or refrigerator, near washer/dryer, under counter
7. Stage areas	Under stage storage, in equipment room
8. Locker areas	Under lockers
9. Concession stands	Under counters, behind or next to equipment
10. Classrooms with animals/plants	Near pet food or plants
11. Cluttered classrooms	Remove clutter, monitor in storage areas, under sinks
12. Bathrooms (optional)	Near external doors, near cracks and crevices, near utility pipes without escutcheon plates
13. Nurses station (optional)	Under desk, under sink, near external door

## Annual IPM Inspection Form

### (Pests and Pest Conducive Conditions Checklist)

School District Falls City Sch. Dist. #57



School or Site	<u>Elementary</u>
Date	<u>June 14, 2013</u>
Inspected by	<u>John W. Gilbert</u>

Entryways	Yes	No	Not Sure	N/A
Doors closed when not in use	<input checked="" type="checkbox"/>			
Doors shut tight and close on their own	<input checked="" type="checkbox"/>			
Door sweeps installed so no 1/4" gaps	<input checked="" type="checkbox"/>			
Cracks & crevices around door are sealed	<input checked="" type="checkbox"/>			

If pests are present in the area, write what kind here N/A

Notes:

Outside Areas	Yes	No	Not Sure	N/A
Area free from trash, old vehicles, other pest attractants	<input checked="" type="checkbox"/>			
All trash cans have secure lids	<input checked="" type="checkbox"/>			
Trash cans cleaned regularly	<input checked="" type="checkbox"/>			
Site has good drainage and is free from standing water	<input checked="" type="checkbox"/>			
Bushes, shrubs, trees at least 18" from building		<input checked="" type="checkbox"/>		
Tree branches not overhanging roof	<input checked="" type="checkbox"/>			
All dumpsters located away from building	<input checked="" type="checkbox"/>			
All dumpsters clean	<input checked="" type="checkbox"/>			
No gaps between windows or screens and frame	<input checked="" type="checkbox"/>			
Eaves and roofs free from birds, wasps, etc.		<input checked="" type="checkbox"/>		
Play structures free from wasp harborage areas	<input checked="" type="checkbox"/>			

If pests are present in the area, write what kind here Yellow jackets

Notes:

## Food Storage

Classrooms or Offices	Room #	Yes	No	Not Sure	N/A
Free of unauthorized pesticides	104	X			
Free of clutter		X			
Indoor plants healthy and free of pests					—
Desks, closets, and cubbies clean and free of food, clutter					—
All food items are stored in sealed plastic containers		X			
Animal or bird cages are clean in and around the area					—
Any pet food is stored in sealed plastic containers					—
Sinks are free of dripping or standing water					—
Gaps or holes under sinks or counters have been sealed					—
Holes or gaps to the outside are sealed		X			
Outside windows and doors close tight and have no gaps		X			
Window screens (if any) are in good repair					—
Nothing (except short-term) is stored in cardboard boxes			X		

If pests are present in the area, write what kind here N/A

Notes:

Classrooms or Offices	Room #	Yes	No	Not Sure	N/A
Free of unauthorized pesticides					
Free of clutter					
Indoor plants healthy and free of pests					
Desks, closets, and cubbies clean and free of food, clutter					
All food items are stored in sealed plastic containers					
Animal or bird cages are clean in and around the area					
Any pet food is stored in sealed plastic containers					
Sinks are free of dripping or standing water					
Gaps or holes under sinks or counters have been sealed					
Holes or gaps to the outside are sealed					
Outside windows and doors close tight and have no gaps					
Window screens (if any) are in good repair					
Nothing (except short-term) is stored in cardboard boxes					

If pests are present in the area, write what kind here \_\_\_\_\_

Notes:

Classrooms or Offices	Room # <i>upper class rooms</i>	Yes	No	Not Sure	N/A
Free of unauthorized pesticides		X			
Free of clutter		X			
Indoor plants healthy and free of pests		X			
Desks, closets, and cubbies clean and free of food, clutter		X			
All food items are stored in sealed plastic containers			X		
Animal or bird cages are clean in and around the area					—
Any pet food is stored in sealed plastic containers					—
Sinks are free of dripping or standing water		X			
Gaps or holes under sinks or counters have been sealed		X			
Holes or gaps to the outside are sealed		X			
Outside windows and doors close tight and have no gaps		X			
Window screens (if any) are in good repair		X			
Nothing (except short-term) is stored in cardboard boxes		X			

If pests are present in the area, write what kind here N/A

Notes:

Classrooms or Offices	Room # <i>109, 106, 107</i>	Yes	No	Not Sure	N/A
Free of unauthorized pesticides		X			
Free of clutter		X			
Indoor plants healthy and free of pests					—
Desks, closets, and cubbies clean and free of food, clutter		X			
All food items are stored in sealed plastic containers				X	
Animal or bird cages are clean in and around the area					—
Any pet food is stored in sealed plastic containers					—
Sinks are free of dripping or standing water					—
Gaps or holes under sinks or counters have been sealed		X			
Holes or gaps to the outside are sealed		X			
Outside windows and doors close tight and have no gaps		X			
Window screens (if any) are in good repair		X			
Nothing (except short-term) is stored in cardboard boxes		X			

If pests are present in the area, write what kind here N/A

Notes:

<b>Custodial and Custodial Closets</b>	Yes	No	Not Sure	N/A
Area is free of unauthorized pesticides	X			
Mops are clean and hanging up when not in use	X			
Closets are free of trash and food	X			
Custodial closets are in good order and organized	X			
Trash cans and maid carts are emptied daily and clean	X			
Break area is clean and free of food, crumbs and trash				—
Storage areas free of items stored in cardboard boxes		X		
Break area free of cloth covered couches and chairs				—
Custodians are trained in the IPM process		X		
IPM records (including pest logs, monitoring trap data, pest management actions, etc.) are on file		X		

If pests are present in the area, write what kind here N/A

Notes:

<b>Boiler Rooms and Fan Rooms</b>	Yes	No	Not Sure	N/A
Free of unauthorized pesticides	X			
Room is free of standing water	X			
Room is cleaned regularly	X			
Room is free of trash and food	X			
Room is free of storage, especially in cardboard boxes	X			
Floor drains are clean	X			
Plumbing is free of leaks and condensation	X			
Cracks or holes in floors and walls are sealed properly	X			
Outside air intakes are properly screened & free of trash	X			

If pests are present in the area, write what kind here N/A

Notes:

Teachers Lounge 106a	Yes	No	Not Sure	N/A
Room is free of cloth couches and chairs	X			
It's clean behind and under microwave	X			
It's clean under and behind vending machines				—
It's clean inside, under, and behind the refrigerator	X			
All counters clean and free of food bits and such	X			
Floor at every corner is clean and without signs of pests	X			
Under sink is kept clean		X		
Cupboards clean and any food is in sealed containers	X			
Free of unauthorized pesticides	X			
Pest monitors (sticky traps) are present and dated		X		
Pest log is posted		X		

If pests are present in the area, write what kind here N/A

Notes:

Classrooms or Offices	Room #	Yes	No	Not Sure	N/A
Free of unauthorized pesticides	Lower Classrooms	X			
Free of clutter		X			
Indoor plants healthy and free of pests					—
Desks, closets, and cubbies clean and free of food, clutter		X			
All food items are stored in sealed plastic containers		X			
Animal or bird cages are clean in and around the area					—
Any pet food is stored in sealed plastic containers					—
Sinks are free of dripping or standing water		X			
Gaps or holes under sinks or counters have been sealed		X			
Holes or gaps to the outside are sealed		X			
Outside windows and doors close tight and have no gaps		X			
Window screens (if any) are in good repair		X			
Nothing (except short-term) is stored in cardboard boxes		X			

If pests are present in the area, write what kind here N/A

Notes:

Cafeteria  
RM 109

Kitchen and Food Preparation Area RM 108	Yes	No	Not Sure	N/A
Free of unauthorized pesticides	X			
Trash emptied daily	X			
Door sweeps installed so no 1/4" gaps	X			
Floor at every corner is clean and without signs of pests	X			
Area is free of standing water	X			
Floor drains and floor sinks are clean	X			
All faucets close properly and have no leaks or drips		X		
Under stoves, sinks, and dishwasher kept clean	X			
No open holes or other access to outside	X			
Any cracks in walls or floors are sealed properly	X			
Windows have screens on them	X			
Vents are free of grease and dirt	X			
Storage is kept off the floor on wire rack shelving	X			
Food is put away and stored properly in sealed containers	X			
Cardboard boxes present	X			
No long term storage of anything in cardboard boxes		X		
Pest monitors (sticky traps) are present and dated		X		
Pest log is posted		X		
Breaker boxes free of evidence of pests	X			

If pests are present in the area, write what kind here N/A

Notes:

**DATA FROM SCHOOL DISTRICT (first part)**

Name of School District Falls City School Dist. #57

**Pests, pest-conducive conditions, actions taken, Costs (taken from pest logs):**

**Number of Pest Sightings Reported:**

Small ants 0  
Bats 0  
Cockroaches 0  
Spiders 3  
Yellow Jackets 2  
Other 0

**Number and Type of Pest Conducive Conditions:**

Standing water in Kitchen 0  
Window screens missing or torn 0  
Gap under external door 0  
Other 0

**Number of Actions Taken:**

Sanitation – Cleaned up Area 0  
Reduced Clutter 0  
Set rodent traps 0  
Sealed up hole or crack 0  
Fixed screen 0  
Installed external door sweep 0  
Pesticide Application 0

**Breakdown of prevention and management steps taken that proved to be ineffective and led to the decision to make a pesticide application:**

Pest Problem and Date(s) N/A

Prevention and Management Steps and Date(s):

Why Prevention and Management Steps Ineffective:

Pesticide Applied and Date: N/A

**DATA FROM INDIVIDUAL SCHOOL (second part)**

**Costs (from Pest Logs):**

Sticky traps 0  
Mouse traps 0  
Rat traps 0  
Pest Management Professional 0  
Pesticides 0  
**Total:** \$ 0.00

**Costs (from Grounds Records):**

Propane Fuel for flame weeders 0  
Mole Traps 0  
Pest Management Professional 0  
Pesticides 0  
**Total:** \$ 0.00

School \_\_\_\_\_

This form meets all pesticide record-keeping requirements for schools in Oregon. **Note additional attachments required.**

Name	Phone	
License No.	Certificate No.	
Address		
City	State	Zip Code

Product (Brand) Name	EPA Registration No
Product type (granular, liquid, etc.)	

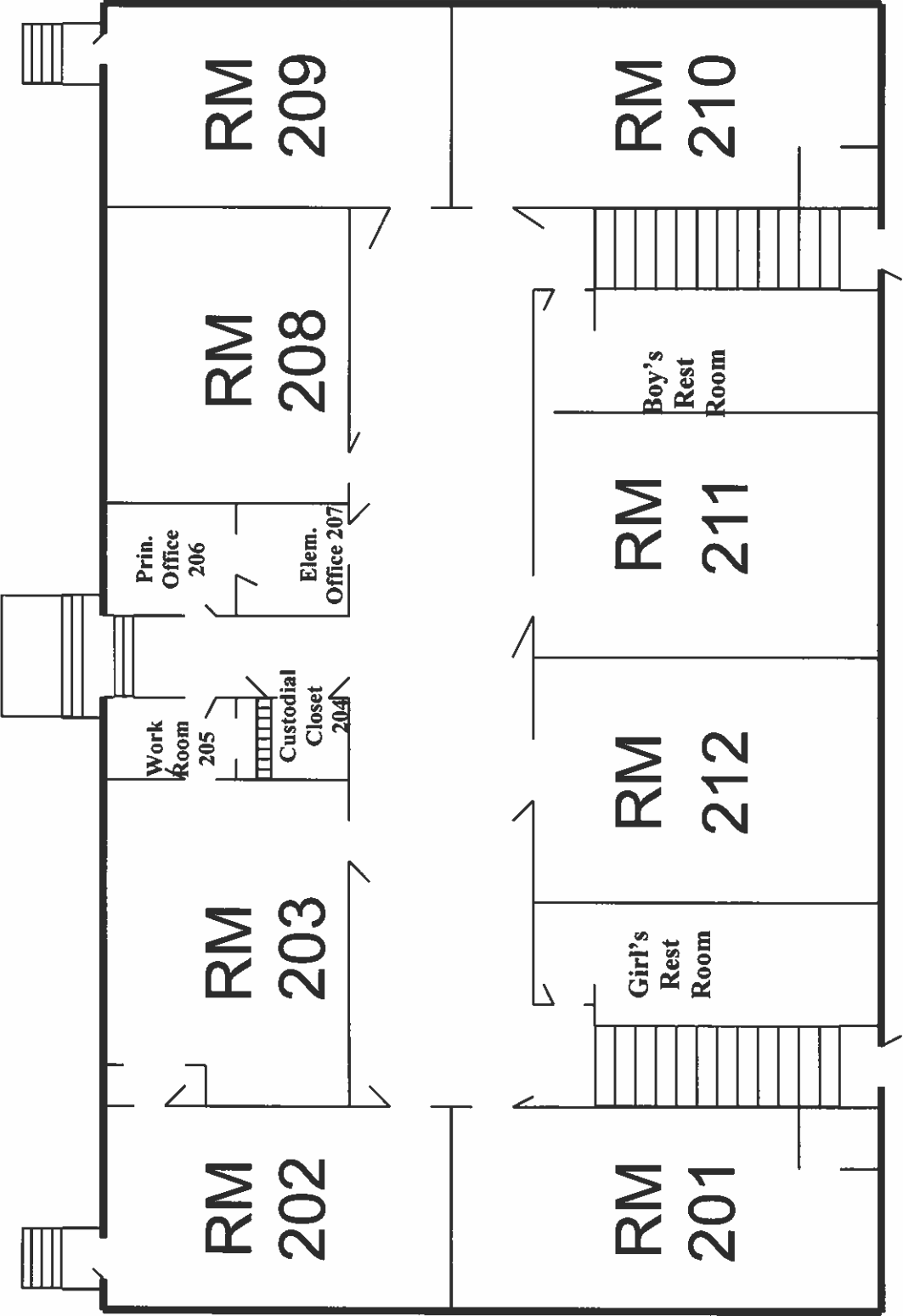
Pesticide Label ☐ MSDS ☐ Copies of all required notices, including dates the notices were given ☐

Date and time for placement and removal of warning signs	Placement:	Removal:

Time began		Time ended	
Temp		Wind Speed & Direction	
Amount of Product Applied			
Total Product Volume or Weight		Total Area of Application(s) (acres, feet, etc.)	
Product Concentration (amount per area; note units)			
Location(s) of application			
Type of Application			
Backpack	<input type="checkbox"/>	Bait	<input type="checkbox"/>
Boom Sprayer	<input type="checkbox"/>	Crack/Crevice	<input type="checkbox"/>

Did the application prove effective? Explain:

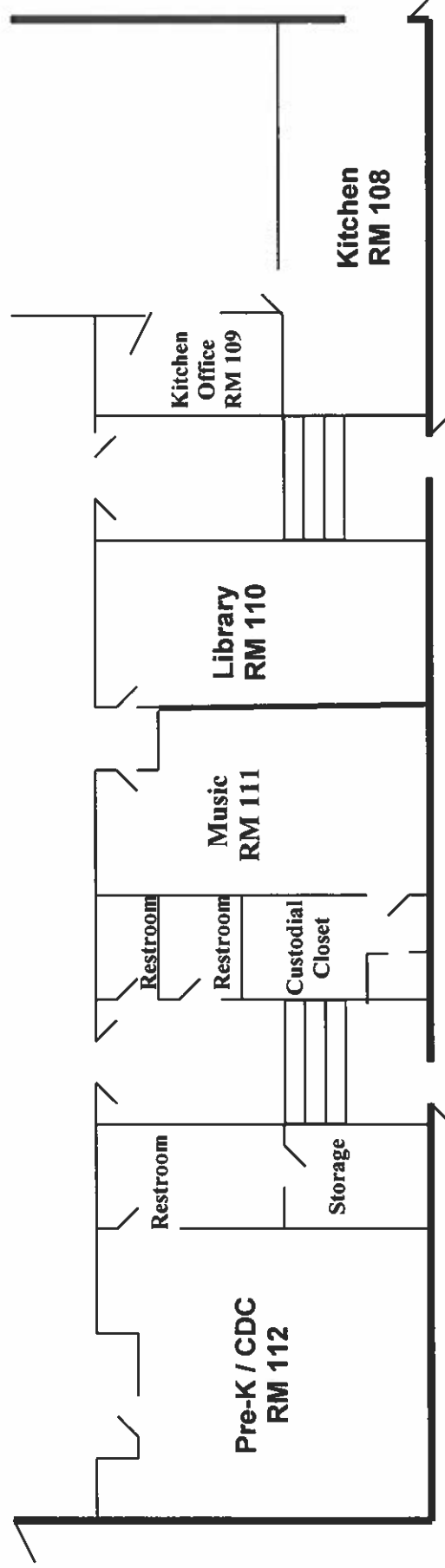
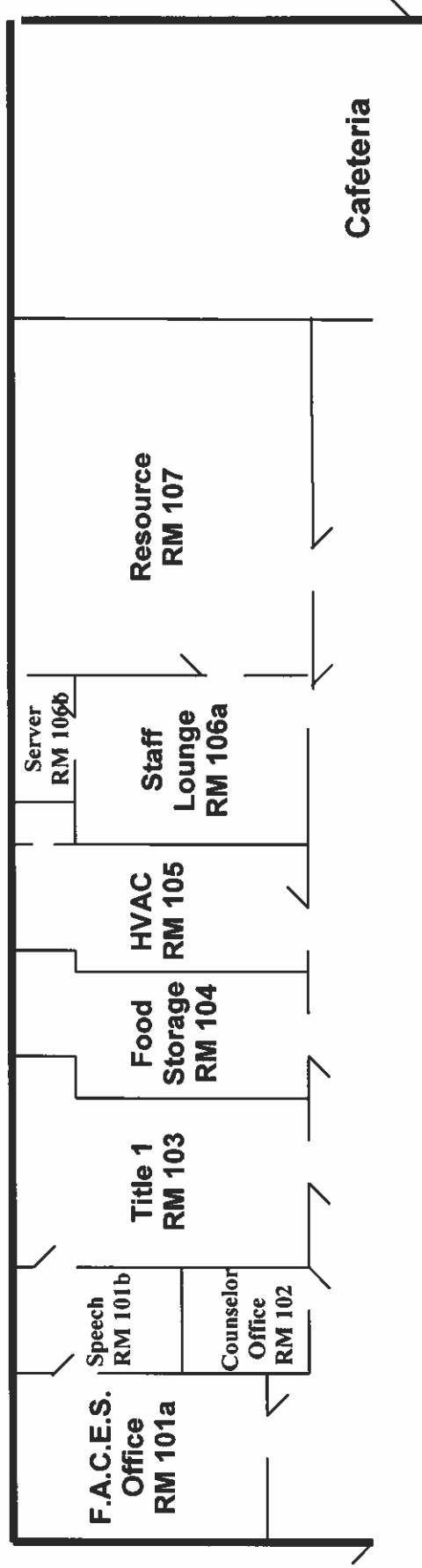
# Elementary



Rev: 10/2015

# Top Floor

# Elementary



Rev: 12/2018

# Bottom Floor

# Memo

**To:** Jack Thompson  
**From:** John Gilbert  
**cc:** School Board  
**Date:** September 5, 2014  
**Re:** Yellow-Jackets

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On September 5, 2014 Alex and I encountered a nest of yellow-jackets in the concession stand 8 inches in diameter near the wooden ladder to the crow's nest upstairs. Alex went upstairs first with a handful of equipment and there was no sign of a nest and came back down, I then went up the ladder and out they came. Neither one of us had seen the nest because it was partially hidden in the wall. Alex made it out without being stung but I received one small bite on the arm.

With the booster club, the score clock people and paramedic staff showing up in less than two hours the nest was sprayed with Enforcer "Wasp and Hornet Killer" E.P.A. Registration # 40849-77. I purchased the spray from Frink's Hardware Store. After spraying the nest I immediately contacted the Superintendent Jack Thompson to inform him of the situation and what had taken place. My concern was that I knew that one of the concession stand helpers was hyper-sensitive to chemicals and could be allergic to the Wasp and Hornet killer spray. The Superintendent made the decision that the booster club would not be allowed to use the building. Jack contacted the booster club and informed them of the situation and the precautions we were taking. I informed Jack that I had hosed out the entire building, washing the nest out along with washing the entire building out of any residue of the spray. Protocol dictates in our I.P.M. plan that I take preventative measures so this does not happen again. I used caulking to fill the outside access to the nest so they do not come back.

The booster club and score clock people had no incidents that evening with any yellow-jackets in the building. Because of the quick action we took, no one was harmed by the yellow-jackets or the chemicals used to kill them. This situation was handled in accordance to our District's I.P.M. plan when there is an emergency and life-safety is at stake. All parties that needed to be notified of the application were notified and preventative measures were taken. I also contacted the State Director of I.P.M. to ask if I had followed protocol and what could I do different next time. Mr. Stock told me that in the situation that I found myself in, the proper measures had been taken only because it was an emergency.

Sincerely, John W. Gilbert

## Annual IPM Inspection Form

### (Pests and Pest Conducive Conditions Checklist)

School District Falls City SD. #57



School or Site	<u>Gym</u>
Date	<u>June 14, 2013</u>
Inspected by	<u>John M. Hilbert</u>

Entryways	Yes	No	Not Sure	N/A
Doors closed when not in use	<input checked="" type="checkbox"/>			
Doors shut tight and close on their own	<input checked="" type="checkbox"/>			
Door sweeps installed so no 1/4" gaps	<input checked="" type="checkbox"/>			
Cracks & crevices around door are sealed	<input checked="" type="checkbox"/>			

If pests are present in the area, write what kind here N/A

Notes:

Outside Areas	Yes	No	Not Sure	N/A
Area free from trash, old vehicles, other pest attractants	<input checked="" type="checkbox"/>			
All trash cans have secure lids	<input checked="" type="checkbox"/>			
Trash cans cleaned regularly	<input checked="" type="checkbox"/>			
Site has good drainage and is free from standing water	<input checked="" type="checkbox"/>			
Bushes, shrubs, trees at least 18" from building	<input checked="" type="checkbox"/>			
Tree branches not overhanging roof	<input checked="" type="checkbox"/>			
All dumpsters located away from building	<input checked="" type="checkbox"/>			
All dumpsters clean	<input checked="" type="checkbox"/>			
No gaps between windows or screens and frame	<input checked="" type="checkbox"/>			
Eaves and roofs free from birds, wasps, etc.	<input checked="" type="checkbox"/>			
Play structures free from wasp harborage areas	<input checked="" type="checkbox"/>			

If pests are present in the area, write what kind here N/A

Notes:

**DATA FROM SCHOOL DISTRICT (first part)**

Name of School District Falls City School Dist. #57

**Pests, pest-conductive conditions, actions taken, Costs (taken from pest logs):**

**Number of Pest Sightings Reported:**

Small ants 0  
Bats 0  
Cockroaches 0  
Spiders 2  
Yellow Jackets 0  
Other 0

**Number and Type of Pest Conducive Conditions:**

Standing water in Kitchen 0  
Window screens missing or torn 0  
Gap under external door 0  
Other \_\_\_\_\_

**Number of Actions Taken:**

Sanitation – Cleaned up Area N/A  
Reduced Clutter N/A  
Set rodent traps N/A  
Sealed up hole or crack N/A  
Fixed screen N/A  
Installed external door sweep N/A  
Pesticide Application N/A

**Breakdown of prevention and management steps taken that proved to be ineffective and led to the decision to make a pesticide application:**

Pest Problem and Date(s) N/A

Prevention and Management Steps and Date(s): 0

**Why Prevention and Management Steps Ineffective:**

Pesticide Applied and Date: N/A

*Athletic Equipment Rm.*

Other Room: <i>Boys Locker Rm.</i>	Yes	No	Not Sure	N/A
Free of unauthorized pesticides	<i>X</i>			
Room is free of standing water	<i>X</i>			
Room is free of trash and food	<i>X</i>			
Room is free of storage, especially in cardboard boxes	<i>X</i>			
Any food items are stored in sealed plastic containers				<i>N/A</i>
Free of clutter	<i>X</i>			
Cracks or holes in floors and walls are sealed properly	<i>X</i>			
Outside windows and doors close tight and have no gaps				<i>N/A</i>
Window screens (if any) are in good repair				<i>N/A</i>

If pests are present in the area, write what kind here *N/A*

Notes:

Laundry Room  
+

Other Room: <i>Girls Locker Rm</i>	Yes	No	Not Sure	N/A
Free of unauthorized pesticides	<i>X</i>			
Room is free of standing water	<i>X</i>			
Room is free of trash and food	<i>X</i>			
Room is free of storage, especially in cardboard boxes	<i>X</i>			
Any food items are stored in sealed plastic containers				<i>N/A</i>
Free of clutter	<i>X</i>			
Cracks or holes in floors and walls are sealed properly	<i>X</i>			
Outside windows and doors close tight and have no gaps				<i>N/A</i>
Window screens (if any) are in good repair				<i>N/A</i>

If pests are present in the area, write what kind here *N/A*

Notes:

<b>Custodial and Custodial Closets</b>	Yes	No	Not Sure	N/A
Area is free of unauthorized pesticides				
Mops are clean and hanging up when not in use				
Closets are free of trash and food				
Custodial closets are in good order and organized				
Trash cans and maid carts are emptied daily and clean				
Break area is clean and free of food, crumbs and trash				
Storage areas free of items stored in cardboard boxes				
Break area free of cloth covered couches and chairs				
Custodians are trained in the IPM process				
IPM records (including pest logs, monitoring trap data, pest management actions, etc.) are on file				

If pests are present in the area, write what kind here \_\_\_\_\_

Notes:

<b>Boiler Rooms and Fan Rooms</b>	Yes	No	Not Sure	N/A
Free of unauthorized pesticides	X			
Room is free of standing water	X			
Room is cleaned regularly	X			
Room is free of trash and food	X			
Room is free of storage, especially in cardboard boxes	X			
Floor drains are clean	X			
Plumbing is free of leaks and condensation	X			
Cracks or holes in floors and walls are sealed properly	X			
Outside air intakes are properly screened & free of trash	X			

If pests are present in the area, write what kind here N/A

Notes:

Other Room: <i>Weight Room</i>	Yes	No	Not Sure	N/A
Free of unauthorized pesticides	<i>X</i>			
Room is free of standing water	<i>X</i>			
Room is free of trash and food	<i>X</i>			
Room is free of storage, especially in cardboard boxes	<i>X</i>			
Any food items are stored in sealed plastic containers				<i>N/A</i>
Free of clutter	<i>X</i>			
Cracks or holes in floors and walls are sealed properly	<i>X</i>			
Outside windows and doors close tight and have no gaps	<i>X</i>			
Window screens (if any) are in good repair	<i>X</i>			

If pests are present in the area, write what kind here *N/A*

Notes:

**DATA FROM INDIVIDUAL SCHOOL (second part)**

**Costs (from Pest Logs):**

Sticky traps

Mouse traps

Rat traps

Pest Management Professional

Pesticides

**Total:**

**Costs (from Grounds Records):**

Propane Fuel for flame weeders

Mole Traps

Pest Management Professional

Pesticides

**Total:**

Date of Application \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Month Day Year

School \_\_\_\_\_

## PESTICIDE APPLICATION RECORD

This form meets all pesticide record-keeping requirements for schools in Oregon. **Note additional attachments required.**

### Applicator

Name

Phone

License No.

Certificate No.

Address

City

State

Zip Code

### Pesticide Product Used

Product (Brand) Name

EPA Registration No

Product type (granular, liquid, etc.)

Attach following documents

## Pesticide Label

MSDS

Copies of all required notices, including dates the notices were given

Date and time for placement and removal of warning signs

**Placement:**

Removal:

### Application Information

Time began

Time ended

Temp

### Wind Speed & Direction

Amount of Product Applied

Total Product Volume or Weight

Total Area of Application(s) (acres, feet, etc.)

Product Concentration (amount per area; note units)

Location(s) of application

Type of Application

Backpack

Bait

## Boom Sprayer

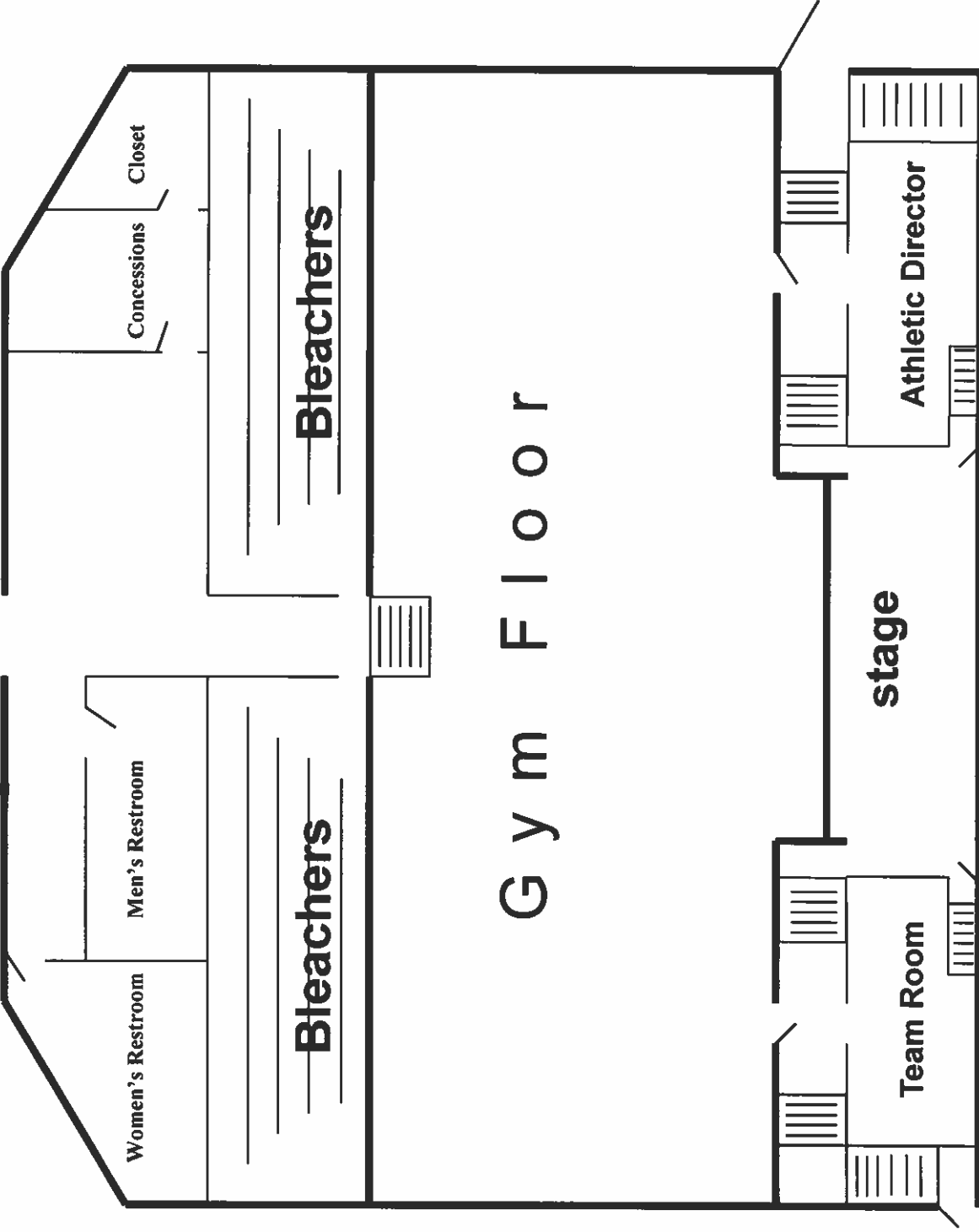
Crack/Crevice	
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Other (describe)

Did the application prove effective? Explain:

# Gym

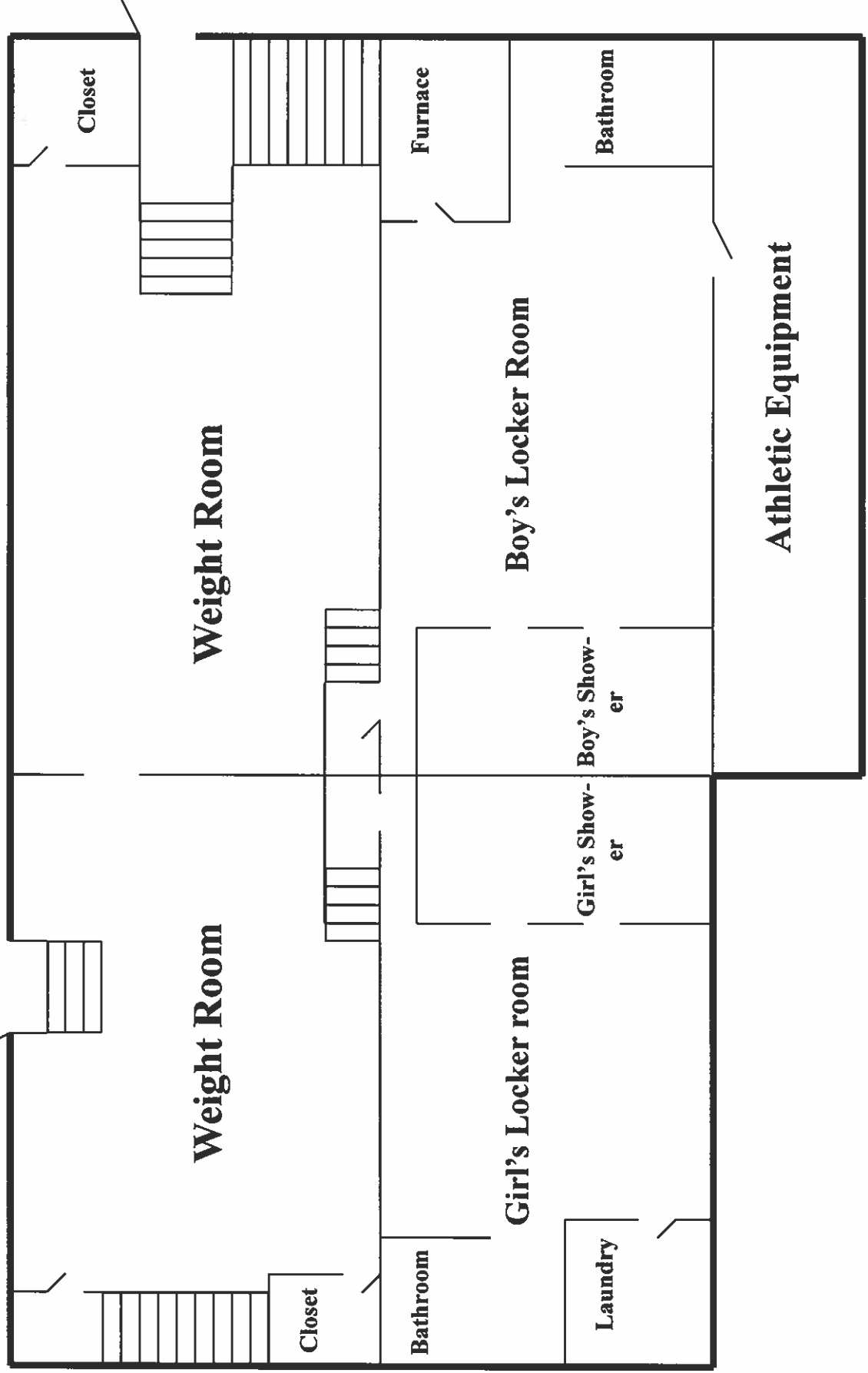
## Top Floor



## Gym Floor



# Gym Bottom Floor



## Annual IPM Inspection Form

### (Pests and Pest Conducive Conditions Checklist)

School District Falls City, SD # 57

<b>School or Site</b>	<u>Lib / Sci Bldg</u>
<b>Date</b>	<u>June 14, 2013</u>
<b>Inspected by</b>	<u>John W. Helbert</u>

Entryways	Yes	No	Not Sure	N/A
Doors closed when not in use	X			
Doors shut tight and close on their own	X			
Door sweeps installed so no 1/4" gaps	X			
Cracks & crevices around door are sealed	X			

If pests are present in the area, write what kind here N/A

Notes:

Outside Areas	Yes	No	Not Sure	N/A
Area free from trash, old vehicles, other pest attractants	X			
All trash cans have secure lids	X			
Trash cans cleaned regularly	X			
Site has good drainage and is free from standing water	X			
Bushes, shrubs, trees at least 18" from building	X			
Tree branches not overhanging roof	X			
All dumpsters located away from building	X			
All dumpsters clean	X			
No gaps between windows or screens and frame	X			
Eaves and roofs free from birds, wasps, etc.	X			
Play structures free from wasp harborage areas				N/A

If pests are present in the area, write what kind here N/A

Notes:

Classrooms or Offices	Room # <u>Science</u>	Yes	No	Not Sure	N/A
Free of unauthorized pesticides		X			
Free of clutter		X			
Indoor plants healthy and free of pests					N/A
Desks, closets, and cubbies clean and free of food, clutter		X			
All food items are stored in sealed plastic containers					N/A
Animal or bird cages are clean in and around the area					N/A
Any pet food is stored in sealed plastic containers					N/A
Sinks are free of dripping or standing water		X			
Gaps or holes under sinks or counters have been sealed			X		
Holes or gaps to the outside are sealed					
Outside windows and doors close tight and have no gaps		X			
Window screens (if any) are in good repair		X			
Nothing (except short-term) is stored in cardboard boxes			X		

If pests are present in the area, write what kind here N/A

Notes:

Classrooms or Offices	Room # <u>Library Office</u>	Yes	No	Not Sure	N/A
Free of unauthorized pesticides		X			
Free of clutter		X			
Indoor plants healthy and free of pests		X			
Desks, closets, and cubbies clean and free of food, clutter		X			
All food items are stored in sealed plastic containers					N/A
Animal or bird cages are clean in and around the area					N/A
Any pet food is stored in sealed plastic containers					N/A
Sinks are free of dripping or standing water		X			
Gaps or holes under sinks or counters have been sealed			X		
Holes or gaps to the outside are sealed		X			
Outside windows and doors close tight and have no gaps		X			
Window screens (if any) are in good repair		X			
Nothing (except short-term) is stored in cardboard boxes		X			

If pests are present in the area, write what kind here N/A

Notes:

Other Room: <u>Dark Room UPTer</u>	Yes	No	Not Sure	N/A
Free of unauthorized pesticides	<u>X</u>			
Room is free of standing water	<u>X</u>			
Room is free of trash and food	<u>X</u>			
Room is free of storage, especially in cardboard boxes		<u>X</u>		
Any food items are stored in sealed plastic containers		<u>X</u>		
Free of clutter	<u>X</u>			
Cracks or holes in floors and walls are sealed properly	<u>X</u>			
Outside windows and doors close tight and have no gaps	<u>X</u>			
Window screens (if any) are in good repair	<u>X</u>			

If pests are present in the area, write what kind here N/A

Notes:

Other Room: <u>LIBRARY</u>	Yes	No	Not Sure	N/A
Free of unauthorized pesticides	<u>X</u>			
Room is free of standing water	<u>X</u>			
Room is free of trash and food	<u>X</u>			
Room is free of storage, especially in cardboard boxes	<u>X</u>			
Any food items are stored in sealed plastic containers		<u>X</u>		
Free of clutter	<u>X</u>			
Cracks or holes in floors and walls are sealed properly	<u>X</u>			
Outside windows and doors close tight and have no gaps	<u>X</u>			
Window screens (if any) are in good repair	<u>X</u>			

If pests are present in the area, write what kind here N/A

Notes:

<b>Custodial and Custodial Closets</b>	<b>Yes</b>	<b>No</b>	<b>Not Sure</b>	<b>N/A</b>
Area is free of unauthorized pesticides	X			
Mops are clean and hanging up when not in use	X			
Closets are free of trash and food	X			
Custodial closets are in good order and organized	X			
Trash cans and maid carts are emptied daily and clean	X			
Break area is clean and free of food, crumbs and trash	X			
Storage areas free of items stored in cardboard boxes		X		
Break area free of cloth covered couches and chairs	X			
Custodians are trained in the IPM process		X		
IPM records (including pest logs, monitoring trap data, pest management actions, etc.) are on file	X			

If pests are present in the area, write what kind here

N/A

Notes:

<b>Boiler Rooms and Fan Rooms</b>	<b>Yes</b>	<b>No</b>	<b>Not Sure</b>	<b>N/A</b>
Free of unauthorized pesticides	X			
Room is free of standing water	X			
Room is cleaned regularly	X			
Room is free of trash and food	X			
Room is free of storage, especially in cardboard boxes		X		
Floor drains are clean	X			
Plumbing is free of leaks and condensation	X			
Cracks or holes in floors and walls are sealed properly	X			
Outside air intakes are properly screened & free of trash	X			

If pests are present in the area, write what kind here

N/A

Notes:

Other Room: <u>Bathrooms</u>	Yes	No	Not Sure	N/A
Free of unauthorized pesticides	X			
Room is free of standing water	X			
Room is free of trash and food	X			
Room is free of storage, especially in cardboard boxes	X			
Any food items are stored in sealed plastic containers		X		
Free of clutter	X			
Cracks or holes in floors and walls are sealed properly	X			
Outside windows and doors close tight and have no gaps	X			
Window screens (if any) are in good repair	X			

If pests are present in the area, write what kind here N/A

Notes:

## **DATA FROM INDIVIDUAL SCHOOL (second part)**

### **Costs (from Pest Logs):**

Sticky traps           

Mouse traps           

Rat traps           

Pest Management Professional           

Pesticides           

Total:           

### **Costs (from Grounds Records):**

Propane Fuel for flame weeders           

Mole Traps           

Pest Management Professional           

Pesticides           

Total:

**DATA FROM SCHOOL DISTRICT (first part)**

Name of School District Falls City SD. #57

**Pests, pest-conductive conditions, actions taken, Costs (taken from pest logs):**

**Number of Pest Sightings Reported:**

Small ants 0  
Bats 0  
Cockroaches 0  
Spiders 3  
Yellow Jackets 3  
Other 0

**Number and Type of Pest Conducive Conditions:**

Standing water in Kitchen 0  
Window screens missing or torn 0  
Gap under external door 0  
Other 0

**Number of Actions Taken:**

Sanitation – Cleaned up Area 0  
Reduced Clutter 0  
Set rodent traps 0  
Sealed up hole or crack 0  
Fixed screen 0  
Installed external door sweep 0  
Pesticide Application 0

**Breakdown of prevention and management steps taken that proved to be ineffective and led to the decision to make a pesticide application:**

Pest Problem and Date(s) N/A

Prevention and Management Steps and Date(s):

Why Prevention and Management Steps Ineffective:

Pesticide Applied and Date: N/A

School \_\_\_\_\_

This form meets all pesticide record-keeping requirements for schools in Oregon. **Note additional attachments required.**

Name	Phone	
License No.	Certificate No.	
Address		
City	State	Zip Code

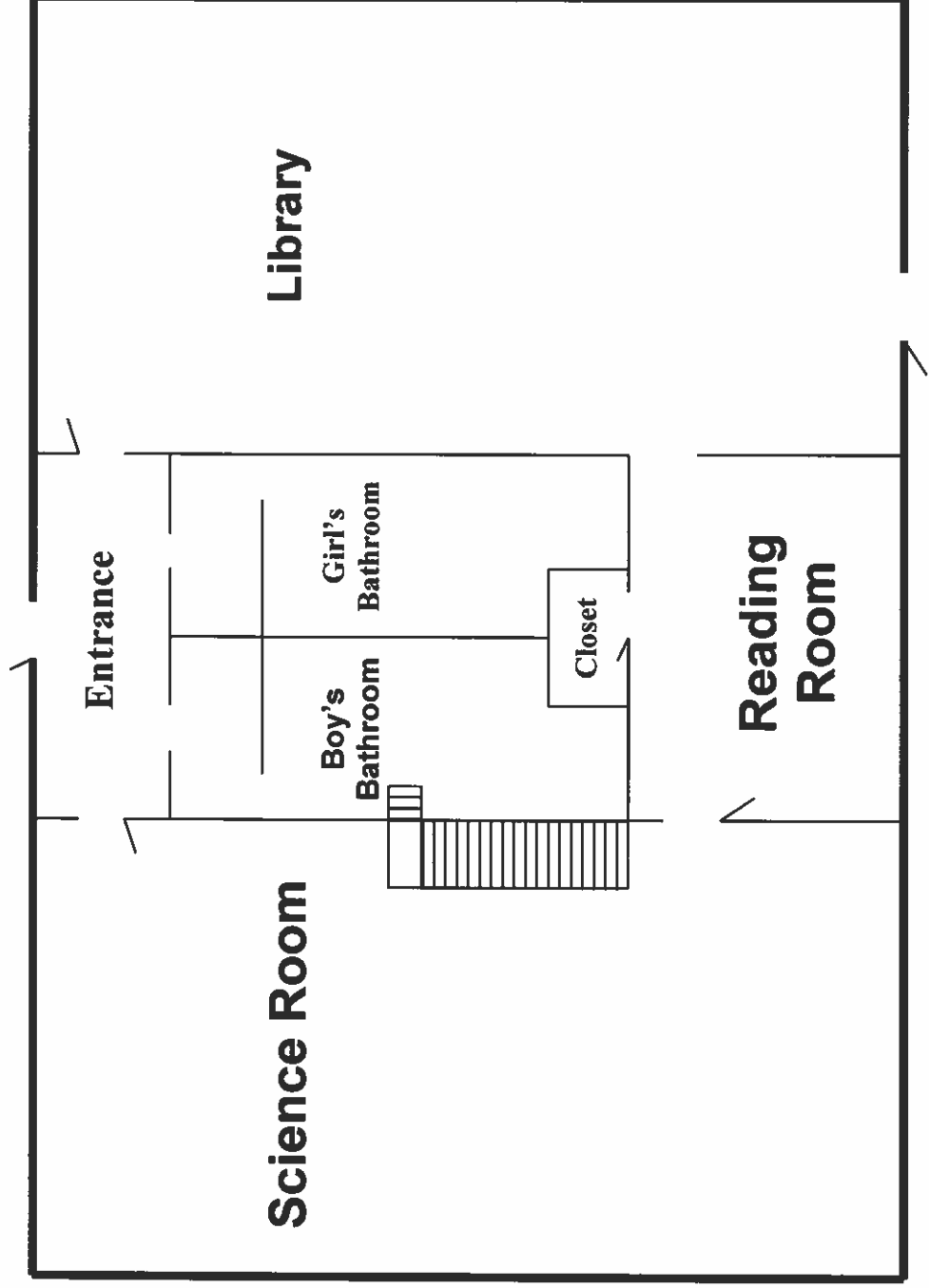
Product (Brand) Name	EPA Registration No
Product type (granular, liquid, etc.)	

Pesticide Label ☒ MSDS ☒ Copies of all required notices, including dates the notices were given ☒

Date and time for placement and removal of warning signs: Placement: Removal:

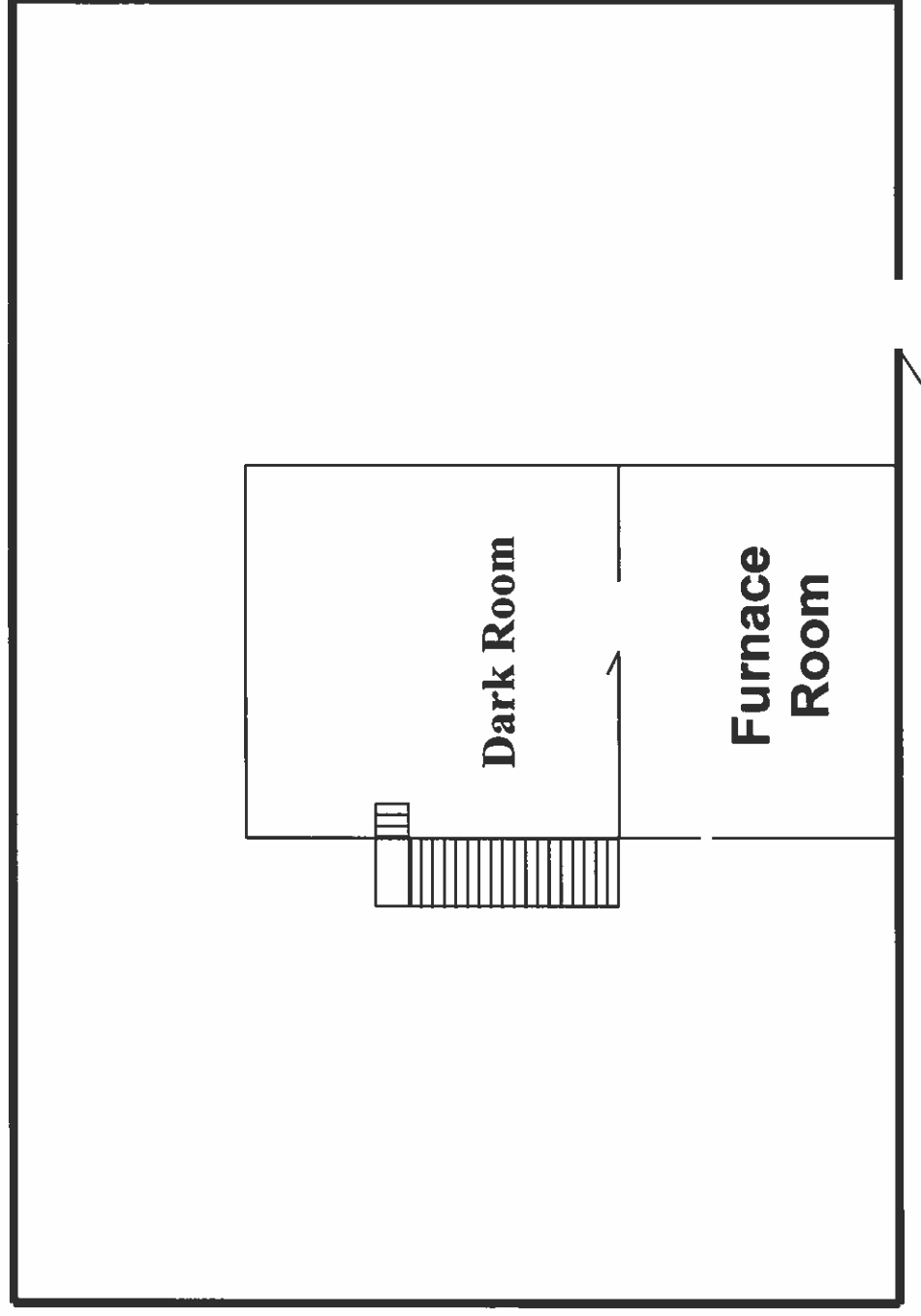
Time began	Time ended
Temp	Wind Speed & Direction
Amount of Product Applied	
Total Product Volume or Weight	Total Area of Application(s) (acres, feet, etc.)
Product Concentration (amount per area; note units)	
Location(s) of application	
Type of Application	
Backpack <input type="checkbox"/>	Bait <input type="checkbox"/>
Boom Sprayer <input type="checkbox"/>	Crack/Crevice <input type="checkbox"/>
Other (describe)	
Did the application prove effective? Explain:	

# Lib. / Sci. Floor Plan



Rev: 10/2008

# Lib. / Sci. Floor Plan



Rev: 10/2008

# Annual IPM Inspection Form

## (Pests and Pest Conducive Conditions Checklist)

School District Falls City Sch. Dist. #57

<b>School or Site</b>	<u>High School</u>
<b>Date</b>	<u>June 14, 2013</u>
<b>Inspected by</b>	<u>John W. Hilbert</u>

Entryways	Yes	No	Not Sure	N/A
Doors closed when not in use	X			
Doors shut tight and close on their own	X			
Door sweeps installed so no 1/4" gaps	X			
Cracks & crevices around door are sealed	X			

If pests are present in the area, write what kind here N/A

Notes:

Outside Areas	Yes	No	Not Sure	N/A
Area free from trash, old vehicles, other pest attractants	X			
All trash cans have secure lids	X			
Trash cans cleaned regularly	X			
Site has good drainage and is free from standing water	X			
Bushes, shrubs, trees at least 18" from building		X		
Tree branches not overhanging roof	X			
All dumpsters located away from building	X			
All dumpsters clean	X			
No gaps between windows or screens and frame	X			
Eaves and roofs free from birds, wasps, etc.	X			
Play structures free from wasp harborage areas				N/A

If pests are present in the area, write what kind here Not Pests - Honey Bees

Notes:

top SW corner

*classrooms*

Classrooms or Offices	Room # <i>Top floor</i>	Yes	No	Not Sure	N/A
Free of unauthorized pesticides		X			
Free of clutter		X			
Indoor plants healthy and free of pests					N/A
Desks, closets, and cubbies clean and free of food, clutter		X			
All food items are stored in sealed plastic containers					N/A
Animal or bird cages are clean in and around the area					N/A
Any pet food is stored in sealed plastic containers					N/A
Sinks are free of dripping or standing water		X			
Gaps or holes under sinks or counters have been sealed		X			
Holes or gaps to the outside are sealed		X			
Outside windows and doors close tight and have no gaps		X			
Window screens (if any) are in good repair		X			
Nothing (except short-term) is stored in cardboard boxes		X			

If pests are present in the area, write what kind here N/A

Notes:

*classrooms*

Classrooms or Offices	Room # <i>Main floor</i>	Yes	No	Not Sure	N/A
Free of unauthorized pesticides		X			
Free of clutter		X			
Indoor plants healthy and free of pests		X			
Desks, closets, and cubbies clean and free of food, clutter		X			
All food items are stored in sealed plastic containers		X			
Animal or bird cages are clean in and around the area					N/A
Any pet food is stored in sealed plastic containers					N/A
Sinks are free of dripping or standing water		X			
Gaps or holes under sinks or counters have been sealed		X			
Holes or gaps to the outside are sealed		X			
Outside windows and doors close tight and have no gaps		X			
Window screens (if any) are in good repair		X			
Nothing (except short-term) is stored in cardboard boxes		X			

If pests are present in the area, write what kind here N/A

Notes:

<b>Teachers Lounge</b> <i>Rm 102 B</i>	Yes	No	Not Sure	N/A
Room is free of cloth couches and chairs	X			
It's clean behind and under microwave	X			
It's clean under and behind vending machines				N/A
It's clean inside, under, and behind the refrigerator	X			
All counters clean and free of food bits and such	X			
Floor at every corner is clean and without signs of pests	X			
Under sink is kept clean	X			
Cupboards clean and any food is in sealed containers	X			
Free of unauthorized pesticides	X			
Pest monitors (sticky traps) are present and dated		X		
Pest log is posted		X		

If pests are present in the area, write what kind here N/A

Notes:

<b>Classrooms or Offices</b> Room # <i>106 office</i>	Yes	No	Not Sure	N/A
Free of unauthorized pesticides	X			
Free of clutter	X			
Indoor plants healthy and free of pests	X			
Desks, closets, and cubbies clean and free of food, clutter	X			
All food items are stored in sealed plastic containers	X			
Animal or bird cages are clean in and around the area				N/A
Any pet food is stored in sealed plastic containers				N/A
Sinks are free of dripping or standing water				N/A
Gaps or holes under sinks or counters have been sealed				N/A
Holes or gaps to the outside are sealed	X			
Outside windows and doors close tight and have no gaps	X			
Window screens (if any) are in good repair	X			
Nothing (except short-term) is stored in cardboard boxes	X			

If pests are present in the area, write what kind here N/A

Notes:

<b>Custodial and Custodial Closets</b> <i>main floor</i>	Yes	No	Not Sure	N/A
Area is free of unauthorized pesticides	<input checked="" type="checkbox"/>			
Mops are clean and hanging up when not in use	<input checked="" type="checkbox"/>			
Closets are free of trash and food	<input checked="" type="checkbox"/>			
Custodial closets are in good order and organized	<input checked="" type="checkbox"/>			
Trash cans and maid carts are emptied daily and clean	<input checked="" type="checkbox"/>			
Break area is clean and free of food, crumbs and trash	<input checked="" type="checkbox"/>			
Storage areas free of items stored in cardboard boxes		<input checked="" type="checkbox"/>		
Break area free of cloth covered couches and chairs				<i>N/A</i>
Custodians are trained in the IPM process		<input checked="" type="checkbox"/>		
IPM records (including pest logs, monitoring trap data, pest management actions, etc.) are on file		<input checked="" type="checkbox"/>		

If pests are present in the area, write what kind here *N/A*

Notes:

<b>Boiler Rooms and Fan Rooms</b> <i>B3 a</i>	Yes	No	Not Sure	N/A
<i>B3 b</i> Free of unauthorized pesticides	<input checked="" type="checkbox"/>			
<i>B3 c</i> Room is free of standing water	<input checked="" type="checkbox"/>			
Room is cleaned regularly	<input checked="" type="checkbox"/>			
Room is free of trash and food	<input checked="" type="checkbox"/>			
Room is free of storage, especially in cardboard boxes	<input checked="" type="checkbox"/>			
Floor drains are clean				<i>N/A</i>
Plumbing is free of leaks and condensation	<input checked="" type="checkbox"/>			<i>1</i>
Cracks or holes in floors and walls are sealed properly	<input checked="" type="checkbox"/>			
Outside air intakes are properly screened & free of trash	<input checked="" type="checkbox"/>			

If pests are present in the area, write what kind here *N/A*

Notes:

Kitchen and Food Preparation Area <i>B2</i>	Yes	No	Not Sure	N/A
Free of unauthorized pesticides	<i>X</i>			
Trash emptied daily	<i>X</i>			
Door sweeps installed so no 1/4" gaps	<i>X</i>			
Floor at every corner is clean and without signs of pests	<i>X</i>			
Area is free of standing water	<i>X</i>			
Floor drains and floor sinks are clean				<i>N/A</i>
All faucets close properly and have no leaks or drips	<i>X</i>			
Under stoves, sinks, and dishwasher kept clean	<i>X</i>			
No open holes or other access to outside	<i>X</i>			
Any cracks in walls or floors are sealed properly	<i>X</i>			
Windows have screens on them	<i>X</i>			
Vents are free of grease and dirt				<i>N/A</i>
Storage is kept off the floor on wire rack shelving	<i>X</i>			
Food is put away and stored properly in sealed containers	<i>X</i>			
Cardboard boxes present	<i>X</i>			
No long term storage of anything in cardboard boxes		<i>X</i>		
Pest monitors (sticky traps) are present and dated		<i>X</i>		
Pest log is posted		<i>X</i>		
Breaker boxes free of evidence of pests	<i>X</i>			

If pests are present in the area, write what kind here *N/A*

Notes:

*Class Room*

Classrooms or Offices	Room #	Yes	No	Not Sure	N/A
Free of unauthorized pesticides	<i>Lower B1</i>	<i>X</i>			
Free of clutter		<i>X</i>			
Indoor plants healthy and free of pests					<i>—</i>
Desks, closets, and cubbies clean and free of food, clutter		<i>X</i>			
All food items are stored in sealed plastic containers					<i>—</i>
Animal or bird cages are clean in and around the area					<i>—</i>
Any pet food is stored in sealed plastic containers					<i>—</i>
Sinks are free of dripping or standing water					<i>—</i>
Gaps or holes under sinks or counters have been sealed					<i>—</i>
Holes or gaps to the outside are sealed		<i>X</i>			
Outside windows and doors close tight and have no gaps		<i>X</i>			
Window screens (if any) are in good repair		<i>X</i>			
Nothing (except short-term) is stored in cardboard boxes					<i>—</i>

If pests are present in the area, write what kind here *N/A*

Notes:

*Dirt Rm.*

Classrooms or Offices	Room #	Yes	No	Not Sure	N/A
Free of unauthorized pesticides	<i>B3 d</i>	<i>X</i>			
Free of clutter		<i>X</i>			
Indoor plants healthy and free of pests					<i>—</i>
Desks, closets, and cubbies clean and free of food, clutter					<i>—</i>
All food items are stored in sealed plastic containers					<i>—</i>
Animal or bird cages are clean in and around the area					<i>—</i>
Any pet food is stored in sealed plastic containers					<i>—</i>
Sinks are free of dripping or standing water					<i>—</i>
Gaps or holes under sinks or counters have been sealed					<i>—</i>
Holes or gaps to the outside are sealed		<i>X</i>			
Outside windows and doors close tight and have no gaps					<i>—</i>
Window screens (if any) are in good repair					<i>—</i>
Nothing (except short-term) is stored in cardboard boxes					<i>—</i>

If pests are present in the area, write what kind here *N/A*

Notes:

**DATA FROM SCHOOL DISTRICT (first part)**

Name of School District Falls City School Dist. #57

**Pests, pest-conducive conditions, actions taken, Costs (taken from pest logs):**

**Number of Pest Sightings Reported:**

Small ants 0  
Bats 0  
Cockroaches 0  
Spiders 0  
Yellow Jackets 3  
Other 0 Honey Bees

**Number and Type of Pest Conducive Conditions:**

Standing water in Kitchen 0  
Window screens missing or torn 0  
Gap under external door 0  
Other 0

**Number of Actions Taken:**

Sanitation – Cleaned up Area —  
Reduced Clutter —  
Set rodent traps —  
Sealed up hole or crack —  
Fixed screen —  
Installed external door sweep —  
Pesticide Application —

**Breakdown of prevention and management steps taken that proved to be ineffective and led to the decision to make a pesticide application:**

Pest Problem and Date(s) N/A

Prevention and Management Steps and Date(s). N/A

Why Prevention and Management Steps Ineffective: N/A

Pesticide Applied and Date: N/A

**DATA FROM INDIVIDUAL SCHOOL (second part)**

**Costs (from Pest Logs):**

Sticky traps

Mouse traps

Rat traps

Pest Management Professional

Pesticides

**Total:**

**Costs (from Grounds Records):**

Propane Fuel for flame weeders

Mole Traps

Pest Management Professional

Pesticides

**Total:**

**Date of Application**           /        /         
                                Month      Day      Year

School \_\_\_\_\_

## PESTICIDE APPLICATION RECORD

This form meets all pesticide record-keeping requirements for schools in Oregon. **Note additional attachments required.**

### Applicator

Name

Phone

License No.

Certificate No.

Address

City

State

Zip Code

## Pesticide Product Used

Product (Brand) Name

EPA Registration No

Product type (granular, liquid, etc.)

Attach following documents

## Pesticide Label

MSDS

Copies of all required notices, including dates the notices were given

Date and time for placement and removal of warning signs

**Placement:**

Removal:

### Application Information

Time began

Time ended

Temp

### Wind Speed & Direction

Amount of Product Applied

Total Product Volume or Weight

Total Area of Application(s) (acres, feet, etc.)

Product Concentration (amount per area; note units)

Location(s) of application

Type of Application

Backpack

## Bait

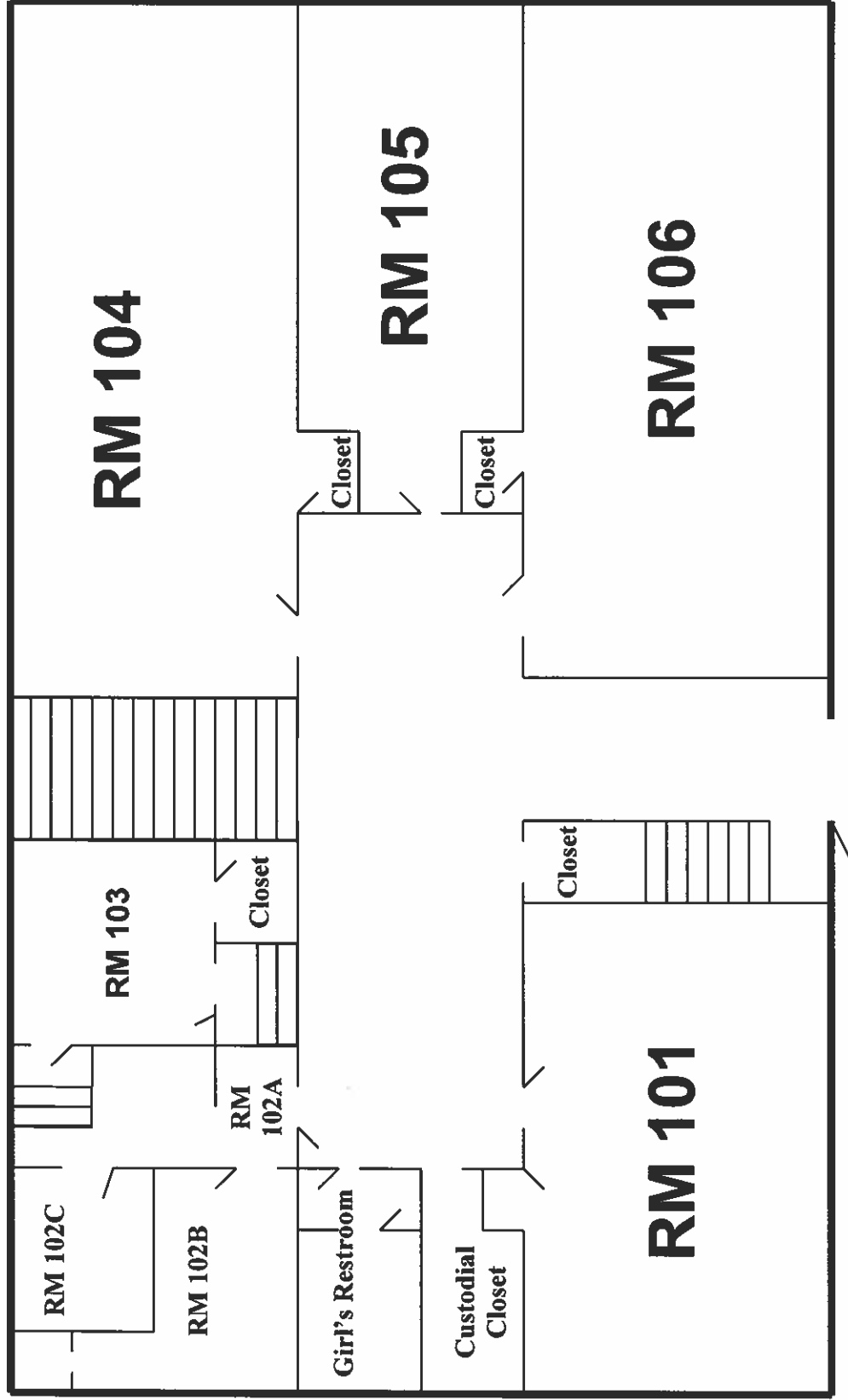
Boom Sprayer
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Crack/Crevice
---------------

Other (describe)

Did the application prove effective? Explain:

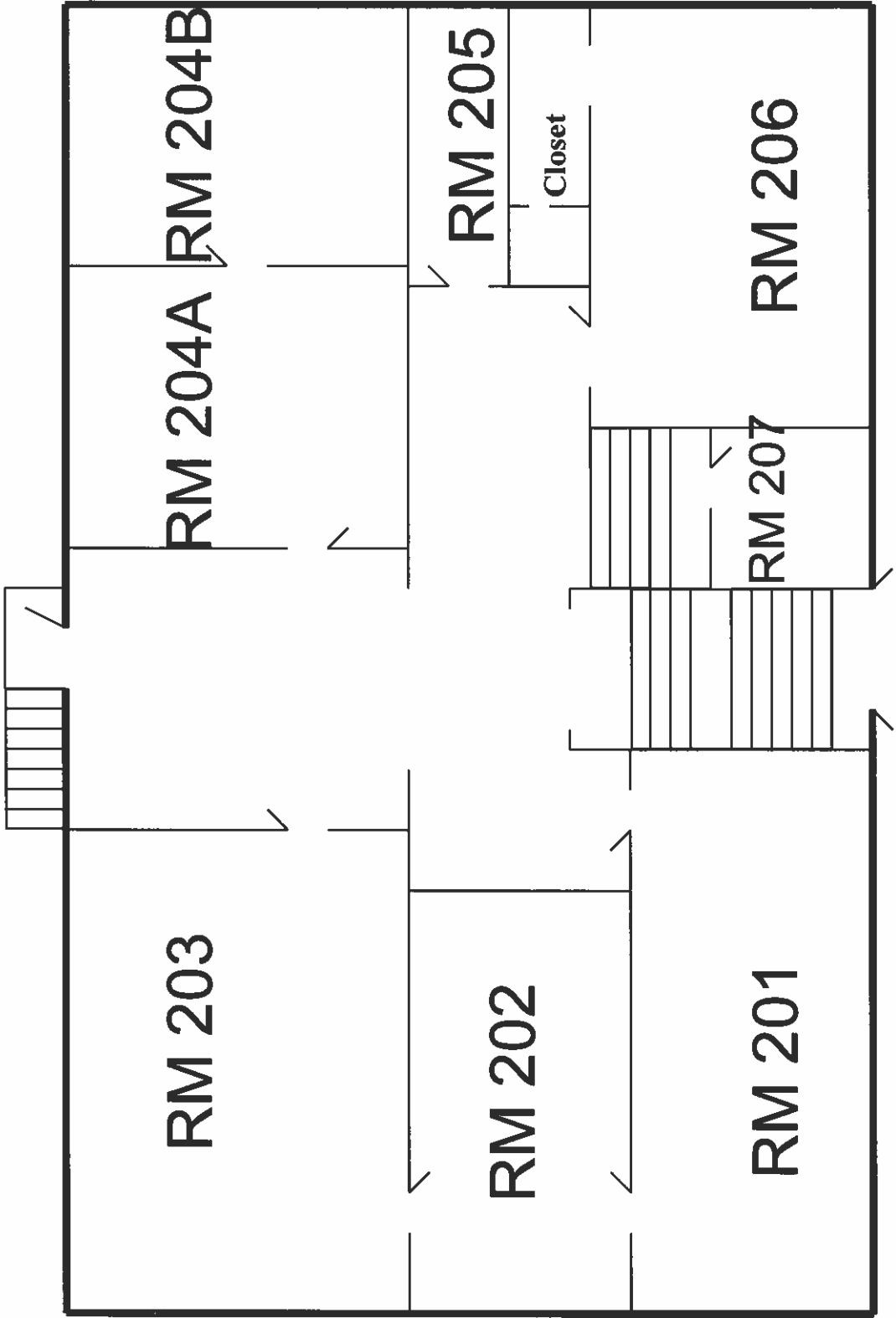
# High School



First Floor  
Street Side

Rev: 12/2015

# High School



Rev: 12/2015

Second Floor  
Street Side

# High School

