



Millbrae Elementary School District
555 Richmond Drive
Millbrae, CA 94030
650-697-5693 • 650-697-6865 (fax) • www.millbraeschooldistrict.org

INTEGRATED PEST MANAGEMENT PLAN

When completed, this template meets the Healthy Schools Act requirement for an integrated pest management (IPM) plan. An IPM plan is required if a school district uses pesticides.

CONTACTS

Millbrae Elementary School District
555 Richmond Drive
Millbrae, CA 94030

District IPM Coordinator

Mary Pollett, CBO
(650) 697-5693 ext. 012
mpollett@millbraesd.org

IPM STATEMENT

It is the goal of the Millbrae Elementary 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 and 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.

Our pest management objectives are to:

- Focus on long-term pest prevention through approved Integrated Pest Management best practices
- Reduce the amount of pesticides used on school campuses

IPM TEAM

In addition to the IPM Coordinator, other individuals who are involved in purchasing, making IPM decisions, applying pesticides, and complying with the Healthy Schools Act requirements include:

Name and/or Title	Role in IPM Program
Director of Facilities	District IPM Coordinator/Purchasing/IPM Decisions/Application
Chief Business Official	Purchasing/IPM Decisions
Maintenance III	Purchasing/Application

PEST MANAGEMENT CONTRACTING

- Pest management services are contracted to a licensed pest control business.
Pest Control business name(s): Clark Pest Control (650) 204-5000
- Prior to entering into a contract, the school district has confirmed that the pest control business understands the training requirements and other requirements of the Health Schools Act.

PEST IDENTIFICATION, MONITORING AND INSPECTION

Pest Identification is done by: Director of Facilities and Maintenance III



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Monitoring and inspection for pests and conditions that lead to pest problems are done regularly by the IPM Coordinator. Specific information about monitoring and inspecting for pests, such as locations, times or techniques include:

- Visual inspection for pests in common locations
- Communication with school site staff about recent activity
- Set monitoring stations and inspect weekly
- Quarterly school site inspections for pest prevention

PESTS AND NON-CHEMICAL MANAGEMENT PRACTICES

Pest	Remove Food	Fix Leaks	Seal Cracks	Install Barriers	Physical Removal	Traps	Manage Irrigation	Other
rats/mice/rodents	X	X	X	X	X	X		
ants/insects	X	X	X			X	X	
roaches	X	X	X	X		X	X	
yellow jackets/wasps	X		X	X	X	X		
honey bees					X			relocate nest or bees
termites	X	X	X		X			application of orange oil
weeds		X	X		X		X	

CHEMICAL PEST MANAGEMENT PRACTICES

If non-chemical methods are ineffective, the school district will consider pesticides only after careful monitoring indicates that they are needed according to pre-established action levels and will use pesticides that pose the least possible hazard and are effective in a manner that minimizes risks to people, property and the environment.

The Millbrae Elementary School District expects the following pesticides (pesticide products and active ingredients) to be applied during the year. This includes pesticides that will be applied by school district staff or licensed pest control business. See below:

PESTICIDE	ACTIVE INGREDIENT
Ortho Home Defense	Bifenthrin and Zeta-Cypermethrin
Calyptus (Vinegar)	Acetic Acid



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HEALTHY SCHOOLS ACT

- The Millbrae Elementary School District complies with the notification, posting, recordkeeping and all other requirements of the Healthy Schools Act. (Education Code Sections 17608-17613, 48980.3; Food and Agricultural Code Sections 13180-13188)

TRAINING

Every year, school districts employees who make pesticide applications receive the following training prior to pesticide use:

- Pesticide specific safety training (Title 3, California Code of Regulations 6724)
- School IPM training course approved by the Department of Pesticide Regulation (Education Code Section 16714; Food and Agricultural Code Section 13186.5).

SUBMITTAL OF PESTICIDE USE REPORTS

Reports of all pesticides applied by the school district staff during the calendar year, except pesticides exempt from HAS record-keeping, 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)

NOTIFICATION

The Millbrae Elementary School District has made this IPM plan publicly available by the following methods (check at least one):

- ☐ Online at the following web address:
- ☒ A notification is sent out to all parents, guardians and staff annually.

REVIEW

This IPM plan will be reviewed (and revised, if needed) at least annually to ensure that the information provided is still true and correct.

Date of next review: August 1, 2026

I acknowledge that I have reviewed the Millbrae Elementary School District's IPM plan and it is true and correct.

Mary Pollett
Chief Business Official
mpollett@millbraesd.org
July 1, 2025