**Administrator role**

*Superintendent*

1. Describe key elements of coordinating an IPM program and IPM plan, including
   a. writing IPM policies and plans
   b. secure formal approval of an IPM policy and plan
   c. maintain and implement an IPM policy and plan

2. Describe how to uniformly enforce IPM policies.

3. Describe and understand basic pests common in school environments and the concept of action thresholds for pests.

4. Describe the roles students and parents play in IPM implementation.

5. Explain the importance of investing in effective exclusion and sanitation programs.

6. Describe best practices for pesticide application notification. (i.e., parents should be notified at least 24 hours prior to treatment and posting remains for at least 48 hours post-application).

7. Explain the importance of investing in effective exclusion and sanitation programs.

8. Identify procedures for pesticide and non-chemical product evaluation to be reviewed and/or updated on a routine basis by an IPM or Health and Safety Committee.

9. Explain the importance of effective communication, education and cooperation between relevant parties, including
   a. facility users
   b. contractors
   c. custodial staff
   d. food service staff
   e. grounds maintenance staff
   f. teachers
   g. administrators

*Principal*

1. Describe key elements of coordinating an IPM program and IPM plan, including
   a. writing IPM policies and plans
   b. securing formal approval of an IPM policy and plan
   c. maintaining and implementing an IPM policy and plan

2. Describe the concept of action thresholds for pests.

3. Describe the roles students and parents play in IPM implementation.

4. Explain the importance of investing in effective exclusion and sanitation programs.
5. Describe best practices for pesticide application notification (i.e., parents should be notified at least 24 hours prior to treatment and posting remains for at least 48 hours post-application).

6. Identify procedures for pesticide and non-chemical product evaluation to be reviewed and/or updated on a routine basis by an IPM or Health and Safety Committee.

7. Explain the importance of effective communication, education and cooperation between relevant parties, including:
   a. facility users
   b. contractors
   c. custodial staff
   d. food service staff
   e. grounds maintenance staff
   f. teachers
   g. administrators