



To: School District of New Berlin
School Principals, Staff and Students

From: Andy Stefancin
Director of Buildings and Grounds
Designated Asbestos Person

Date: October 14, 2016

Subject: Annual Asbestos Notification

Please read, **post** and file the attached notification regarding friable asbestos materials in our school buildings. It is important to note that the school district is in compliance with the Asbestos Hazard Emergency Response Act (AHERA) and that every effort is made to keep our schools in a safe environment for our students, staff and the general public.

This notification has been published on the school district's website, in the NOW local newspaper and in each of the district's school buildings. Thereby, New Berlin residents have been notified of the school district's compliance to this regulation.

A handwritten signature in black ink, appearing to read 'Andy Stefancin', is written over a horizontal line.

Andy Stefancin
Director of Buildings and Grounds
Designated Asbestos Person

AS:sr

cc: William Freeman, President
Environmental Management Consulting, Inc.

October 12, 2016

SCHOOL DISTRICT OF NEW BERLIN
Annual Asbestos Notification

As a result of the federal law AHERA (Asbestos Hazard Emergency Response Act), all primary and secondary schools are required to develop and implement a plan for managing all building materials which contain asbestos. Included in the AHERA Act is the requirement to notify all parents, guardians and staff members, as well as organizations representing them, of activities and events with the asbestos containing building materials, annually.

Asbestos has been used in many building materials due to its outstanding insulating and strengthening properties. It poses little hazard to human health when it is undisturbed or intact. It is only when damage has or may occur that the quality of the school's management program becomes an issue.

In 1988, all buildings owned, leased or "under the control of" the School District were inspected by EPA accredited inspectors, with building material samples analyzed by an independent laboratory. Based on the inspection, the School District prepared and the state approved a comprehensive management plan for administering the asbestos located within its buildings, safely and responsibly.

Once every three years, certified inspectors must re-inspect remaining materials. In addition, the rule requires a periodic walk-through (called "surveillance") in each area containing asbestos every six months.

Short-term workers (outside contractors e.g. telephone repair workers, electricians, etc.) must be provided information regarding the location of asbestos in which they may come into contact. All short-term workers shall contact the lead maintenance person before commencing work.

The School District of New Berlin has a list of the location(s) and type(s) of asbestos containing materials found in the buildings and a description and timetable for their proper management. During the past year, the School District of New Berlin conducted asbestos removal, in cooperation with the on-going renovation at New Berlin Eisenhower Middle/High School, Poplar Creek Elementary School and Orchard Lane Elementary School. Copies of the Asbestos Management Plans are available for review in the schools' offices. Copies are available at \$.10 per single sided page or \$.20 for double sided page. Our goal is to be in full compliance with AHERA. It is our policy to maintain a safe and healthful environment for our students and our staff members. This shall be accomplished by strict enforcement of the policies regarding asbestos by the asbestos manager and the school officials.

The School District of New Berlin also requires that all new building materials introduced into the School District are free from asbestos. For all new buildings/additions, the architect responsible for the design certifies that, to the best of his/her knowledge, no asbestos containing materials are used. If new buildings are acquired, they will be inspected, also.

Andy Stefancin
Asbestos Designated Person
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