



TO: School District of New Berlin  
Board of Education  
School Principals, Students and Staff

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

DATE: October 26, 2011

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.

The CNI NOW Newspaper will be publishing this notification in their newspaper on Thursday, November 3<sup>rd</sup>, 2011, thereby notifying New Berlin residents of our compliance to this regulation. Also, this notification will be posted on the School District of New Berlin's website.

Andy Stefancin  
Director of Buildings and Grounds  
Designated Asbestos Person

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

**SCHOOL DISTRICT OF NEW BERLIN**  
**Annual Asbestos Notification**

October 24, 2011

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. When it is undisturbed or intact, it poses little hazard to human health. 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. A copy of the Asbestos Management Plan is available for review in the school office. Copies are available at ten cents (\$.10) per 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.

During the past year, asbestos removal was conducted at New Berlin Eisenhower Middle/High School, Glen Park Elementary School and New Berlin West Middle/High School in cooperation with limited renovation projects.

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