

1 **8421 NON-INSTRUCTIONAL OPERATIONS**

2 Lead Renovation

3 In accordance with the requirements of the Environmental Protection Agency (EPA), the Great Falls School  
4 District has this Lead Renovation Policy that is designed to recognize, control and mitigate lead hazards at  
5 all District owned facilities and grounds.

6 The Lead-based paint renovation, repair and painting program (RRP) is a federal regulatory program  
7 affecting contractors, property managers, and others who disturb painted surfaces. It applies to child-  
8 occupied facilities such as schools and day-care centers built prior to 1978.

9 “Renovation” is broadly defined as any activity that disturbs painted surfaces and includes most repair,  
10 remodeling, and maintenance activities, including window replacement.

11 The District has implemented this policy to identify, inspect, control, maintain and improve the handling  
12 of lead related issues across the district facilities and grounds. In an effort to reduce potential hazards,  
13 the District through training has put together maintenance programs that will not only better protect the  
14 environment, but the students and employees of the District as well.

15 The District’s Lead Renovation Policy shall apply too not only employees of the maintenance department  
16 but to outside contractors as well. No outside painting contractor will be permitted to work for the District  
17 after April 22, 2010 unless they can show proof of training relative to lead renovation or maintenance  
18 from an accredited training institution.

19 **Information Distribution Requirements**

20 No more than 60 days before beginning renovation activities in any school facility of the District, the  
21 company performing the renovation must:

- 22 1. Provide the Superintendent with EPA pamphlet titled Renovate Right: Important Lead Hazard  
23 Information for Families, Child Care Providers and Schools.
- 24 2. Obtain, from the District, a written acknowledgement that the District has received the pamphlet.
- 25 3. Provide the parents and guardians of children using the facility with the pamphlet and information  
26 describing the general nature and locations of the renovation and the anticipated completion date  
27 by complying with one of the following:
- 28 i. Mail or hand-deliver the pamphlet and the renovation information to each parent or  
29 guardian of a child using the child-occupied facility.
- 30 ii. While the renovation is ongoing, post informational signs describing the general nature  
31 and locations of the renovation and the anticipated completion date. These signs must be  
32 posted in areas where they can be seen by the parents or guardians of the children  
33 frequenting the child-occupied facility. The signs must be accompanied by a posted copy  
34 of the pamphlet or information on how interested parents or guardians can review a copy  
35 of the pamphlet or obtain a copy from the renovation firm at no cost to the parents or  
36 guardians.

1        4. The renovation company must prepare, sign, and date a statement describing the steps  
2            performed to notify all parents and guardians of the intended renovation activities and to provide  
3            the pamphlet.

4        **Recordkeeping Requirements**

5        All documents must be retained permanently following the completion of a renovation, records that must  
6        be retained include:

- 7            • Reports certifying that lead-based paint is not present.
- 8            • Records relating to the distribution of the lead pamphlet.
- 9            • Documentation of compliance with the requirements of the Lead-Based Paint Renovation, Repair,  
10            and Painting Program.

11        Reference:  
12        Policy 8302R

13        Legal Reference:  
14        40 CFR Part 745, Subpart E Lead-based paint poisoning in certain residential structures  
15        15 U.S.C. 2682 and 2886 Toxic Substances Control Act, Sections 402 and 406

16        Policy History:  
17        Adopted on: June 9, 2014  
18        Reviewed on:  
19        Revised on: