

**Keokuk Community School District**  
Christine Barnes, Superintendent  
Heidi Harness, Business Manager  
Doreen Underwood, Director of Instructional Services

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DATE: August 2019

TO: Employees, Parents and Students of Hawthorne Elementary and Keokuk High School

FROM: Aaron Hinton, Asbestos Program Manager (Designated Person)

RE: Annual AHERA (Asbestos Hazardous Energy Response Act) Notification

AHERA requires annual notification to persons utilizing our facilities on a daily basis of District efforts to maintain any existing asbestos in a safe manner to protect all building occupants. In order to do this a Management Plan has been developed that clearly locates all ACBM (Asbestos Containing Building Materials) and provides for safe work practices to maintain it in a non-friable (non-airborne state). The Management Plan also requires periodic (six-month) inspections of all such materials. The Management Plan is available for review in both the school building and District maintenance office located at 23<sup>rd</sup> & Exchange Street.

The District has trained employees as required by federal and state law to respond to situations that require repairs to the building and building systems in or around ACBM.