Physical Plant Department
Wood County Schools Maintenance
4701 Camden Avenue
Parkersburg, WV 26101

Phone: 304-420-9568
Fax: 304-420-9570

September 25, 2026

To Whom It May Concern:

The Environmental Protection Agency (EPA) regulation for the management of asbestos in schools requires that a copy of the attached Asbestos Hazard Emergency Response Act (AHERA) "Designated Person Information & Statement of Assurances" be posted. This requirement is a part of an asbestos management program, which was initiated in 1988. To fulfill this requirement the notice will be posted to Wood County Schools web page.

To assure the safety of all occupants of Wood County Schools, The Board of Education has implemented a thorough asbestos management program and has provided intensive training for its service personnel.

Some of Wood County Schools contain asbestos, which is identified and properly contained accordance with EPA guidelines. If you have any questions about the asbestos management program, you may contact Mr. David Canterbury at the Physical Plant Department. Please contact the school principal if you have questions about asbestos in a specific school or this facility.

Christie M. Willis

Christie M. Willis
Superintendent

WOOD COUNTY SCHOOLS

NOTICE TO ALL BUILDING OCCUPANTS

In accordance with EPA regulations, the following school buildings have been inspected for Asbestos Containing Building Material (ACBM) and building occupants must be notified as to the presence of asbestos. Friable asbestos within the building may increase the risk of adverse health effects if asbestos fibers become airborne in concentrations exceeding background levels.

Asbestos Containing Building Material Is Present In:

Administration Building	Hamilton Middle	Parkersburg High
Blennerhassett Elem.	Jackson Middle	Parkersburg South High
Blennerhassett Middle	Jefferson Center	Summit Success Academy
Criss Elementary	Kanawha Elementary	Transportation Department
Edison Middle	Lubeck Elementary	Vienna Elementary
Emerson Elementary	Madison Elementary	Williamstown High
Fairplains Elementary	Maintenance Department	
Franklin Elementary	Management Info. Systems	
Gihon Elementary	Mineral Wells Elementary	
Greenmont Elementary	Neale Elementary	

A record of the inspection reports, diagrams, of location(s) of asbestos containing materials, and other pertinent information is contained in each school's Asbestos Management Plan. The Plan is available for review during regular working hours at the Schools Office. A copy of the plan will be made available, upon five (5) days written request, at a cost of fifty (.50) cents per page (paid in advance) from the Board of Education (BOE) Physical Plant Department, 4701 Camden Avenue. Parkersburg, WV 26101 (Phone 304-420-9568).

For further information regarding the Asbestos Management Plan or specific abatement decisions, please contact BOE Asbestos Program Manager:

Phone: 304-420-9568 at Physical Plant Department

David Canterbury

Asbestos Program Manager

9/25/2026

Date

WOOD COUNTY SCHOOLS

NOTICE TO ALL BUILDING OCCUPANTS

In accordance with EPA regulations, FRANKLIN ELEMENTARY SCHOOL, has been inspected for Asbestos Containing Building Material (ACBM). The re-inspection performed by Pinnacle Consultants, LLC in August 2024, did not identify any previously non-Friable homogeneous areas, which are now "newly friable" ((asbestos- containing building material (ACBM) which was non-friable at the time of the last re-inspection and has now become friable). Upon re-inspection, Pinnacle Consultants, LLC identified no previously friable area, which has had a change in condition since the re-inspection.

A record of inspection reports, diagrams of location(s) of asbestos containing materials, and other pertinent information is contained in the school's Asbestos Management Plan. The Plan is available for review during regular work hours at the School Office. A copy of the Plan will be made available, Upon Five (5) days written request, at a cost of fifty (.50) cents per page (paid in advance) from the Board of Education (BOE) Physical Plant Department, 4701 Camden Avenue, Parkersburg, WV 26101(304-420-9568).

For further information regarding the Asbestos Management Plan or specific abatement decisions, please contact the BOE Asbestos Program Manager:

Phone: 304-420-9568 at Physical Plant Department

David Canterbury
Asbestos Program Manager

9/25/2026
Date

WOOD COUNTY SCHOOLS

NOTICE TO ALL BUILDING OCCUPANTS

In accordance with EPA regulations, this building has been inspected for Asbestos Containing Building Material (ACBM). On September 16, 1988, an inspection revealed no ACBM to be present at the MARTIN ELEMENTARY SCHOOL.

A record of the inspection report, diagrams of location(s) of asbestos containing materials, and other pertinent information is contained in the school's Asbestos Management Plan. The Plan is available for review during regular working hours at the Schools Office. A copy of the Plan will be made available, upon five (5) days written request, at a cost of fifty (.50) cents per page (paid in advance) from the Board of Education (BOE) Physical Plant Department, 4701 Camden Avenue, Parkersburg, WV 26101 (Ph. 420-9568).
For further information regarding the Asbestos Management Plan or specific abatement decisions, please contact the BOE Asbestos Program Manager:

Phone: 304-420-9568 at Physical Plant Department

David Canterbury

9/25/2026
Date

WOOD COUNTY SCHOOLS

NOTICE TO ALL BUILDING OCCUPANTS

In accordance with EPA regulations, WILLIAMSTOWN ELEMENTARY SCHOOL WAS CONSTRUCTED IN 2020 without use of any Asbestos Containing Building Material (ACBM).

A record of the inspection report, diagrams of location(s) of asbestos containing materials, and other pertinent information is contained in the school's Asbestos Management Plan. The Plan is available for review during regular working hours at the Schools Office. A copy of the Plan will be made available, upon five (5) days written request, at a cost of fifty (.50) cents per page (paid in advance) from the Board of Education (BOE) Physical Plant Department, 4701 Camden Avenue, Parkersburg, WV 26101 (Ph. 420-9568).
For further information regarding the Asbestos Management Plan or specific abatement decisions, please contact the BOE Asbestos Program Manager:

Phone: 304-420-9568 at Physical Plant Department

David Canterbury

David Canterbury

9/26/2026

Date

TO: PRINCIPALS/SUPERVISORS/DIRECTORS

FROM: DAVID CANTERBURY, DIRECTOR OF FACILITIES

SUBJECT: AHERA NOTIFICATION FOR BUILDING OCCUPANTS AND SHORT-TERM WORKERS

DATE: September 25, 2026

Every year at this time we must fulfill a requirement of the Asbestos Hazard Emergency Response Act (AHERA) of 1986. It is our responsibility to notify in writing, parents/legal guardian, school staff and employee organizations of the availability of the Asbestos Management Plan for each facility. Please find the notification information for your facility on Wood County Schools web page.

AHERA requires all short-term workers (i.e., contractors, utility workers, exterminators, etc.) be given "Notice" and verbal notification of the presence of asbestos containing material in the school before commencing any work in the building(s). Therefore, it is recommended copies of the attached "Notice" be kept on file ready to handout at each school site.

A copy of this memo, the Building Notification and Christie M. Willis letter will be placed in the plan(s). (Please do not add additional copies) If you have any questions concerning this matter, please contact David Canterbury, at your convenience.

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September 25, 2026

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Christie M. Willis

Christie M. Willis
Superintendent

DESIGNATED PERSON INFORMATION & STATEMENT OF ASSURANCES

INFORMATION

Name of Designated Person: David Canterbury	Telephone #: 304.420.9568

Address: Wood County Schools
Maintenance Department
4701 Camden Ave.
Parkersburg, WV 26101

Course Name	Training Agency	Date	Hours of Training

In accordance with 40 CFR 5763.93(i) of the Environmental Protection Agency Asbestos-Containing Material in Schools regulation, the undersigned Local Education Agency (LEA) Designated Person (DP) hereby certifies that the following general responsibilities of the LEA under 40 CFR 5763.84 have been or will be met:

1. Ensure that the activities of any persons, who perform inspections, reinspections, and periodic surveillance, develop and update management plans, and develop and implement response actions, including operations and maintenance, are carried out in accordance with Part 763, Subpart E.
2. Ensure that all custodial and maintenance employees are properly trained as required by Part 763, Subpart E and other applicable Federal and/or State regulations (e.g., the Occupational Safety and Health Administration asbestos standard for construction, the EPA worker protection rule, or applicable State regulations).
3. Ensure that workers and building occupants, or their legal guardians, are informed at least once each school year about inspections, response actions, and post-response action activities, including periodic reinspection and surveillance activities that are planned or in progress.
4. Ensure that short-term workers (e.g., telephone repair workers, utility workers, or exterminators) who may come in contact with asbestos in a school are provided information regarding the locations for Asbestos Containing Building Materials (ACBM) and suspected ACBM assumed to be Asbestos-Containing Materials (ACM).
5. Ensure that warning labels are posted in accordance with 40 CFR 5763.95.
6. Ensure that management plans are available for inspection and notification of such availability has been provided as specified in the management plan under 40 CFR 5763.93(g).
7. Designate a person to ensure that requirements under 5763.84 are properly implemented and ensure that the designated person receives adequate training to perform duties assigned under 5763.84. Such training shall provide, as necessary, basic knowledge of: health effects of asbestos; detection, identification, and assessment of ACM; options for controlling ACBM; asbestos management programs; relevant Federal and State regulations concerning asbestos, including those in Part 763, Subpart E and those of the Occupational Safety and Health Administration, U.S. Department of Transportation and the U.S. Environmental Protection Agency.
8. Consider whether any conflict of interest may arise from the inter-relationship among accredited personnel and whether that should influence the selection of accredited personnel to perform activities under 763, Subpart E.

Designated person's Signature: David Canterbury	Date: 9/25/26

David Canterbury, Director of Facilities

ATTACHMENTS

- Copy of Designated Person's asbestos-related training certificates suggested, but not required by EPA

MANAGEMENT PLANNER

Statement of Compliance

I hereby certify that the requirements of EPA regulations 40 CFR. 763.84 through 763.95, "Asbestos-Containing Materials in Schools; Final Rule and Notice", have been satisfied or will be in regard to:

School System: Wood County Schools

Date: 9/25/26

W. David Canterbury, Director of Facilities

Note: This statement must be completed and be kept on file in every school grade K-12

undefined

Certificate of Completion

Wood County Schools

William Canterbury

has completed

Asbestos Awareness (Full Course)

a training program requiring **58 minutes**

on

Thursday, July 17, 2025

VectorSolutions
Vector Training, K-12 Edition

Training Coordinator's Signature

Employee's Initials: WDC

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