



June 28, 2002

Dear Educator,

In April, the governor of Pennsylvania signed into law two bills that mandate the adoption of an Integrated Pest Management (IPM) plan for each school/school district in the state, and a seventy-two hour notification period prior to pesticide use in schools or on school grounds. IPM is an approach to managing pests that minimizes human health effects and environmental contamination. Over time the efficiencies in an IPM program can save schools money.

Specifically, the pesticide notification act (Act 36) requires the following:

- **Prior to any pesticide application either in a school building or on school grounds the pesticide applicator shall supply to the chief school administrator or building manager:**
 - **A pest control information sheet** (containing the date of treatment, the name, address and phone number of the applicator and the pesticide used).
 - **A pest control sign** at least 8½”x11” in size.
- **Prior to any pesticide application either in a school building or on school grounds the school shall:**
 - **Post the pest control sign in an area of common access where individuals are likely to view the sign at least three days before and two days after each planned treatment.**
 - **Provide a copy of the pest control information sheet (hardcopy or email) to every individual working in the school building at least three days before treatment.**
 - **Provide notice** (including name, address and phone number of the applicator providing the treatment) **to the parents or guardians of students enrolled in the school at least 3 days before each planned treatment. The notice is to be provided to all parents or guardians utilizing normal school communications**



or to a list of interested parents or guardians who, at the beginning of each school year, or upon the child's enrollment, requested notification of individual applications of pesticides.

- **Prohibit applications of pesticides within a school building or on school grounds where students are expected to be present within seven hours following the application, except where pests pose an immediate threat to the health and safety of students or employees.** In this case, the school may authorize an emergency pesticide application, and then notify by telephone any parent or guardian who has requested such notification.
- **Maintain detailed records of all chemical pest control treatments for at least three years.** This can be provided by the pesticide applicator if included in the Request for Proposal (RFP).
- None of the above applies to the application of disinfectant and antimicrobial products, self containerized baits in areas not accessible to students, gel type baits placed in cracks, crevices or voids, or swimming pool maintenance chemicals. However other state laws require record keeping of the baits and swimming pool maintenance chemicals, but not the disinfectant and antimicrobial products.

The Integrated Pest Management plan act (Act 35) requires that the school/school district adopt an IPM plan by January 1, 2003.

To aid in the implementation of both acts, the Pennsylvania Department of Agriculture has prepared materials to help school districts develop and adopt an Integrated Pest Management plan. The manual, *IPM for Pennsylvania Schools: A How-to Manual*, is available to schools, as long as the supply lasts, free from the department at the address or phone number on the first page of this letter, or can be downloaded as a PDF file at: <http://paipm.cas.psu.edu/schoolmn/contents.htm>, or purchased from: Publications Distribution Center, 112 Ag Administration Building, University Park, PA 16802-2602, phone (814) 865-6713.

The Pennsylvania IPM Program desires to help you establish your IPM plan. If you need further assistance, please contact us at the Pennsylvania Department of Agriculture at (717)-772-5204, or the Penn State University at (814)-865-1896.

Attachments: (with page numbers)

- Page 3 Copy of Act 35
- Page 5 Copy of Act 36
- Page 9 Sample *Pest Control Information Sheet* for all school staff and parents and/or guardians who have requested notification of pesticide applications.
- Page 10 Sample *Notice of Pesticide Application* (Pest Control Sign) for in-school use or for school grounds
- Page 11 Sample *Pesticide Notification Letter* to be sent out at the beginning of the school year.
- Page 12 *How to Develop an IPM Policy and Plan for Your School District*
- Page 15 *Sample IPM Plan*
- Page 17 *Policy 716 Integrated Pest Management* (From PSBA)

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THE GENERAL ASSEMBLY OF PENNSYLVANIA

SENATE BILL
No. 705 Session of 2001

ACT 35, signed by the Governor, April 18, 2002

Amending the act of March 10, 1949 (P.L.30, No.14), entitled "An act relating to the public school system, including certain provisions applicable as well to private and parochial schools; amending, revising, consolidating and changing the laws relating thereto," providing for integrated pest management programs in schools.

The General Assembly of the Commonwealth of Pennsylvania hereby enacts as follows:

Section 1. The act of March 10, 1949 (P.L.30, No.14), known as the Public School Code of 1949, is amended by adding a section to read:

Section 772.1 Integrated Pest Management Programs.

(A) **Each school shall**, by January 1, 2003, **adopt an integrated pest management plan** in accordance with the integrated pest management policies established by the department on the effective date of this section, until regulations are promulgated by the department.

(B) **The department shall** do all of the following:

- (1) Maintain a Hypersensitivity Registry to assist in the notification of students and employees who are especially sensitive to pesticides.
- (2) Designate an integrated pest management coordinator within the department to assist schools in the adoption and administration of integrated pest management plans.
- (3) Prepare a standard structural integrated pest management agreement and distribute the standard agreement to schools.
- (4) Provide other materials and assistance to schools to aid them in developing integrated pest management plans.
- (5) Promulgate regulations, consistent with its policies in effect on the date of this section, to assist schools in implementing their responsibilities under this section.

(C) The following words and phrases when used in this section shall have the meanings given to them in this subsection unless the context clearly indicates otherwise:

"Department." The Department of Agriculture of the Commonwealth.

"Integrated pest management plan." A plan which establishes a sustainable approach to managing pests by combining biological, cultural, physical and chemical tools in a way which minimizes economic, health and environmental risks.

"Pest." An insect, rodent, nematode, fungus, weed or other form of terrestrial or aquatic plant or animal life or virus, bacteria or other micro-organism, except viruses, bacteria or other micro-organisms on or in

living man or other living animals, declared to be a pest under section 25(c)(1) of the Federal Insecticide, Fungicide, and Rodenticide Act (61 Stat. 163, 7 U.S.C. § 136w).

“Pesticide.” A substance or mixture of substances intended for preventing, destroying, repelling or mitigating a pest and a substance or mixture of substances intended for use as a plant regulator, defoliant or desiccant.

“School.” A school district, an intermediate unit, an area vocational-technical school or any of these entities acting jointly.

Section 2. This act shall take effect in 60 days.

THE GENERAL ASSEMBLY OF PENNSYLVANIA

HOUSE BILL

No. 1289 Session of 2001

ACT 36, signed by the Governor, April 18, 2002

Amending the act of March 10, 1949 (P.L.30, No.14), entitled "An act relating to the public school system, including certain provisions applicable as well to private and parochial schools; amending, revising, consolidating and changing the laws relating thereto," providing for approval of unfounded debt in certain distressed school districts, for educational assessment centers and for notification of pesticide treatments at schools. *(This document only includes the notification of pesticide treatments at schools).*

The General Assembly of the Commonwealth of Pennsylvania hereby enacts as follows:

Section 1. The act of March 10, 1949 (P.L.30, No.14), known as the Public School Code of 1949, is amended by adding sections to read: *(Sections 636.1 and 697 are omitted in this document).*

Section 772.1. Notification of Pesticide Treatments at Schools.

(a) The following apply to **pesticide applicators**:

- (1) For a pesticide treatment **at a school building**, the certified applicator or pesticide application technician **shall supply the pest control information sheet and a pest control sign**, which must be at least eight and one-half by eleven (8 ½ by 11) inches in size, to the chief administrator or building manager.
- (2) For a pesticide treatment **on school grounds**, including athletic fields and playgrounds, the certified applicator or pesticide application technician **shall supply the pest control information sheet and a pest control sign**, which must be at least eight and one-half by eleven (8 1/2 by 11) inches in size, to the chief administrator or grounds manager.

(b) **Responsibilities of schools** are as follows:

(1) Except as provided in clause (3), notification of pesticide treatments shall be as follows:

- (i) For a pesticide treatment **at a school building**, the school shall be responsible for all of the following:
 - (A) **Posting the pest control sign** received under subsection (a)(1) in an area of common access where individuals are likely to view the sign on a regular basis **at least seventy-two (72) hours before and for at least two (2) days following** each planned treatment.
 - (B) **Providing the pest control information sheet** received under subsection (a)(1) **to every individual working in the school building at least seventy-two (72) hours before** each planned treatment.
 - (C) **Providing notice**, including the name, address and telephone number of the applicator providing the treatment, day of treatment and pesticide to be utilized, **to the parents or guardians of students enrolled in the school at least seventy-two (72) hours before** each planned treatment as follows:

- (I) notice to all parents or guardians utilizing normal school communications procedures; or
 - (II) notice to a list of interested parents or guardians who, at the beginning of each school year, or upon the child's enrollment, requested notification of individual application of pesticides. The school shall provide procedures or materials for such requests to parents and guardians of students. Notification of each pesticide application shall be provided using first class mail or other means deemed appropriate by the school to each parent or guardian requesting notification.
- (ii) For a pesticide treatment **on school grounds**, the school shall be responsible for all of the following:
- (A) **Posting the pest control sign** received under subsection (a)(2) **at the place to be treated at least seventy-two (72) hours before and for two (2) days after** the planned treatment.
 - (B) **Providing the pest control information sheet** received under subsection (a)(2) **to every individual working in the school building at least seventy-two (72) hours before** each planned treatment.
 - (C) **Providing notice**, including the name, address and telephone number of the applicator providing the treatment, day of treatment and pesticide to be utilized, to the parents or guardians of students enrolled in the school **at least seventy-two (72) hours before** each planned treatment as follows:
 - (I) notice to all parents or guardians utilizing normal school communications procedures; or
 - (II) notice to a list of interested parents or guardians who, at the beginning of each school year, or upon the child's enrollment, requested notification of individual application of pesticides. The school shall provide procedures or materials for such requests to parents and guardians of students. Notification of each pesticide application shall be provided using first class mail or other means deemed appropriate by the school to each parent or guardian requesting notification.
- (iii) Notwithstanding any other provision of this section, where pests pose an immediate threat to the health and safety of students or employees, **the school may authorize an emergency pesticide application**. In the case of an emergency pesticide application, **the school shall notify by telephone any parent or guardian who has requested such notification**. School officials shall annually advise parents or guardians of their right to request notification of emergency pesticide use and shall explain procedures for requesting such notification.
- (2) Except as provided in clause (3), each **school shall maintain detailed records** of all chemical pest control treatments for a period of **at least three (3) years**.
- (3) The notice and record keeping requirements in clauses (1) and (2) and subsection (c) do not apply to the application of:
- (i) disinfectant and antimicrobial products;
 - (ii) self-containerized baits placed in areas not accessible to students and gel type baits placed in cracks, crevices or voids; or
 - (iii) swimming pool maintenance chemicals in the care and maintenance of a swimming pool.

(c) The following prohibitions shall apply:

(1) Except as provided in clause (2):

- (i) **pesticides may not be applied** within a school building where students are expected to be present for normal academic instruction or organized extracurricular activities **within seven (7) hours** following the application, or on school grounds where students will be in the immediate vicinity for normal academic instruction or organized extracurricular activities within seven (7) hours following the application; or
- (ii) the applicator shall comply with re-entry time restrictions contained on the pesticide label; whichever time period is longer.

(2) **Students may not be present in an untreated portion of the school building** unless the area being treated has a separate ventilation system and is separated from the untreated portion by smoke or fire doors, or is a separate building.

(d) The department shall promulgate such rules and regulations as necessary to administer this section.

(e) The following words and phrases when used in this section shall have the meanings given to them in this subsection unless the context clearly indicates otherwise:

“Applicator.” A certified applicator, commercial applicator or public applicator.

“Certified applicator.” An individual who is certified under section 16.1, 17 or 17.1 of the act of March 1, 1974 (P.L.90, No.24), known as the “Pennsylvania Pesticide Control Act of 1973,” as competent to use or supervise the use or application of any pesticide.

“Commercial applicator.” A certified applicator, whether or not he is a private applicator with respect to some uses, who uses or supervises the use of any pesticide on the property or premises of another or on easements granted under State law, or any applicator who uses or supervises the use of any restricted-use pesticide on property owned or rented by him or his employer, when not for purposes of producing an agricultural product. The secretary may by regulation deem certain types of applicators using any pesticide on their own property or that of their employer as commercial applicators.

“Department.” The Department of Agriculture of the Commonwealth.

“Insect.” Any of the numerous small invertebrate animals generally having a more or less obviously segmented body, for the most part belonging to the class Insecta, comprising six-legged, usually winged forms, as, for example, beetles, bugs, bees and flies, and to other allied classes of arthropods whose members are wingless and usually have more than six (6) legs, as, for example, spiders, mites, ticks, centipedes and wood lice.

“Nematode.” An invertebrate animal of the phylum Nemathelminthes and class Nematoda, that is, unsegmented round worms with elongated, fusiform or sac-like bodies covered with cuticle and inhabiting soil, water, plants or plant parts. The term includes nemas and eelworms.

“Person.” An individual, partnership, association, corporation or any organized group of persons, whether incorporated or not.

“Pest.” An insect, rodent, nematode, fungus, weed or other form of terrestrial or aquatic plant or animal life or virus, bacteria or other micro-organism, except viruses, bacteria or other micro-

organisms on or in living man or other living animals, declared to be a pest under section 25(c)(1) of the Federal Insecticide, Fungicide, and Rodenticide Act (61 Stat. 163, 7 U.S.C. § 136w).

“Pest control information sheet.” A document which contains the date of treatment, the name, address and telephone number of the applicator, the pesticide utilized and any other information that is required by the Secretary of Agriculture.

“Pesticide.” A substance or mixture of substances intended for preventing, destroying, repelling or mitigating a pest and a substance or mixture of substances intended for use as a plant regulator, defoliant or desiccant.

“Pesticide application technician.” An individual employed by a commercial applicator or governmental agency who, having met the competency requirements as set forth in the act of March 1, 1974 (P.L.90, No.24), known as the "Pennsylvania Pesticide Control Act of 1973," is registered by the Secretary of Agriculture to apply pesticides under the direct supervision of a certified applicator.

“Public applicator.” A certified applicator who applies pesticides as an employee of the Commonwealth or its instrumentalities or a local agency.

“School.” A school district, an intermediate unit or an area vocational-technical school or any of these entities acting jointly.

Section 2. This act shall take effect as follows:

- (1) The addition of sections 636.1 and 697 of the act shall take effect immediately. *(These are not included in this document).*
- (2) The addition of section 772.1 of the act **shall take effect January 1, 2003.**
- (3) This section shall take effect immediately.

(This document was printed from a copy at: <http://www.legis.state.pa.us.WU01/LI/BI/BT/2001/0/HB1289P3678.HTM>, May 21, 2002. Any discrepancies between the official published version and this document will be resolved in favor of the official published version.)

**Sample Pest Control Information Sheet
For**

(Enter Name of School District or Building here)

A pest inspection and pesticide application have been scheduled for

(Insert Date of Application here)

This school district utilizes an Integrated Pest Management program, applying appropriate pesticides only when needed. Our applicators will select the most appropriate pesticide(s) from the following list of pesticides to control pests identified during their inspections. Not every pesticide listed maybe used.

List of Pesticides, which may be used:

Brand Name	EPA Registration Number
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(Enter Brand Names and EPA registration numbers for any pesticide, which may be used here)

For Additional Information Contact:

(Enter Applicator Name)

(Enter Applicator Address)

(Enter Applicator Telephone Number)

This information is being provided to all school staff and to parents and guardians who have requested this information to meet the requirements of Act 36 of 2002.

(Note: The Pest Control Information Sheet is not required to be of any specific size. It may be in printed form, or transmitted electronically to all affected parties.)

Sample Notice of Pesticide Application

A Pesticide Application is planned for the location(s) listed on this sign for:

_____ Date

Do Not Enter Treated Areas from

_____ until _____
Date and Time Date and Time

Location(s) _____

For more information contact:

(Name) _____

(Address) _____

(Phone) _____

Date Posted / by _____

Date Removed / by _____

This sign is required by Act 36 of 2002 and must be posted at least 72 hours prior to any non-emergency pesticide application and remain in place for at least 48 hours following the application. For emergency pesticide applications this sign must be posted at the time of the application and remain in place for at least 48 hours from the conclusion of the application. To be removed by authorized personnel only.

Sample Notification Letter for Parents or Guardians

(To be sent to all parents or guardians of students enrolled in the school at the beginning of each school year).

The _____ School District uses an Integrated Pest Management (IPM) approach for managing insects, rodents and weeds. Our goal is to protect every student from pesticide exposure by using an IPM approach to pest management. Our IPM approach focuses on making the school building and grounds an unfavorable habitat for these pests by removing food and water sources and eliminating their hiding and breeding places. We accomplish this through routine cleaning and maintenance. We routinely monitor the school building and grounds to detect any pests that are present. The pest monitoring team consists of our building maintenance, office, and teaching staff and includes our students. Pest sightings are reported to our IPM coordinator who evaluates the “pest problem” and determines the appropriate pest management techniques to address the problem. The techniques can include increased sanitation, modifying storage practices, sealing entry points, physically removing the pest, etc.

From time to time, it may be necessary to use pesticides registered by the Environmental Protection Agency to manage a pest problem. A pesticide will only be used when necessary, and will not be routinely applied. When a pesticide is necessary, the school will try to use the least toxic product that is effective. Applications will be made only when unauthorized persons do not have access to the area(s) being treated. Notices will be posted in these areas 72 hours prior to application and for two days following the application.

Parents or guardians of students enrolled in the school may request prior notification of specific pesticide applications made at the school. To receive notification, you must be placed on the school’s notification registry. If you would like to be placed on this registry, please notify the district in writing. Please include your email address if you would like to be notified electronically.

If a pesticide application must be made to control an emergency pest problem, notice will be provided by telephone to any parent or guardian who has requested such notification in writing. Exemptions to this notification include disinfectants and antimicrobial products; self-containerized baits placed in areas not accessible to students, and gel type baits placed in cracks, crevices or voids; and swimming pool maintenance chemicals.

Each year the district will prepare a new notification registry.

If you have any questions, please contact _____, IPM Coordinator.

Sincerely,

(The Sample Pest Control Information Sheet will work as a prior notification of specific pesticide applications made at the school)