

Fresno County Superintendent of Schools
Integrated Pest Management
Standard Operating Procedure #833
Effective: 05/04/10
Revised: 02/17/15, 07/17/18

Initiated by: Jeff Becker

Approved: Kevin Otto

Pests can pose significant problems to people, property, and the environment. Pesticides pose similar risks. Children spend a great deal of time in schools and face greater potential for health effects resulting from pest and pesticide exposure. By reducing reliance on pesticides and incorporating low-risk control options, Integrated Pest Management (IPM) reduces both pests and pesticide risks. It is therefore the policy of the Office of the Fresno County Superintendent of Schools (FCSS) to incorporate IPM procedures for controlling pests. This SOP and a list of pesticides anticipated to be applied shall be posted on the FCSS website.

Integrated Pest Management Procedures

IPM relies on pest monitoring and the most economical and least hazardous combination of cultural, physical, biological, and/or chemical controls to prevent unacceptable levels of pest activity and damage. The school will develop a site plan for each locality on school property that experiences pest problems. These plans will incorporate IPM and outline specific management tactics. FCSS satellite sites will follow the IPM policy of the school property on which they are located.

The full range of management options, including no action at all, will be considered. The choice of using a pesticide is based on a review of all other available options and a determination that these options are not acceptable or are not feasible. Non-chemical pest management methods are used whenever possible. Direct action will be used only when specific pest thresholds are reached. When it is determined that a pesticide must be used, the least hazardous material and method of application will be chosen. Pesticide applications will be timed to minimize their impact on school grounds. All pesticides will be handled according to state and federal law.

Pest Management Objectives

- Maintain a safe and sustainable school environment
- Protect human health by suppressing pests that threaten public health and safety
- Reduce exposure of humans, particularly children, to pesticides
- Reduce or prevent pest damage to school properties
- Reduce environmental pollution
- Reduce the costs of pest management
- Prevent pests from spreading beyond school property
- Enhance the quality of life for students, staff, and others using school property

IPM Coordinator

Each school site will appoint a school employee as the IPM Coordinator responsible for overseeing implementation of the IPM Policy and site plans. The Coordinator's responsibilities will include:

- Recording all pest sightings by school staff and students
- Recording all pesticide use and making those records available
- Making pesticide labels and material safety data sheets for all products applied available
- Coordinating management activities with pest control contractors
- Approving appropriate pesticide applications—methods, materials, timing, and location
- Assuring that all of the pest control contractor's recommendations on maintenance and sanitation are carried out where feasible
- Posting and notification of pesticide application to school staff, students, and parents.
- Additional notification to parents so requesting
- Evaluating the school's progress in implementing the IPM plan
- Coordinating with the Senior Director of Facilities & Operations on IPM reporting requirements

Education and Training

The school community will be educated about potential pest problems and IPM methods used to achieve the pest management objectives. From the very beginning, IPM should involve people from all segments of the school community. An annual workshop will be conducted for any FCSS employees involved with the organization's IPM program.

After July 1, 2016, each school site's IPM Coordinator and any staff involved with applying pesticides shall complete a DPR-approved training in school IPM and in the safe use of pesticides in relation to the unique nature of schools and children's health on an annual basis. Approved courses that meet this requirement will be listed on the DPR website (<http://www.cdpr.ca.gov>).

Record Keeping

Pest sighting data sheets and pest control records will be kept current and accessible to verify the need for treatments and track the effectiveness of management activities. Pesticide records shall be maintained on site and meet the requirements of the California Department of Pesticide Regulation. All records will be kept for 4 years.

A binder should also be kept with the following sections:

- School policy and annual notification
- List of registered parents to be notified
- MSDS Sheets/Labels of pesticides
- Copies of postings (note the amount of pesticide applied on the posting)

Reporting

A pesticide use report will be submitted to the Department of Pesticide Regulation in January listing all pesticides applied at the school site during the prior calendar year. Each FCSS school site's IPM Coordinator shall submit a list of pesticides applied at the site to the Director of Facilities & Operations by January 15 of each year. The Senior Director of Facilities & Operations shall prepare the combined pesticide use report on the form provided by the Department of Pesticide Regulation by January 31 of each year.

Notification/Posting

A notice will be provided to school staff, students, and parents at the beginning of each school year briefly explaining the school's pesticide use policy. A list of all pesticides anticipated to be used during the school year will be included. The notice must also explain that the school will provide written notification to any parents who request to be notified at least 3 days before each high-risk pesticide application done during the regular school year. Signs will also be posted 24 hours before and 72 hours after high-risk treatments are applied any time of year.

Pesticide Storage and Purchase

Pesticide purchases will be limited to the amount needed for use during the year. Pesticides will be stored in an appropriate, secure site that is not accessible to students or unauthorized personnel and disposed of in accordance with label directions and state regulations.

Pesticide Applicators

Any person applying pesticides on school grounds will be trained in the principles and practices of IPM. Additionally, all restricted-use pesticides will be applied only by a commercial pesticide applicator licensed by the California Department of Pesticide Regulation. Applicators must follow state regulations and label precautions and must comply with the School IPM Policy and pest management site plans.

Forms Included:

- [Annual Notice](#)
- [Request for Individual Pesticide Application Notification](#)
- [Parental Notification](#)
- [Application Notice](#)
- [Pest Sighting Log](#)

ANNUAL NOTICE

Dear Parent or Guardian,

The Healthy Schools Act of 2000 requires all California school districts to notify parents and guardians of pesticides they expect to apply during the year. We intend to use the following pesticides in your school this year:

Name of Pesticide	Active Ingredient(s)	Website

You can find more information regarding these pesticides and pesticide use reduction at the Department of Pesticide Regulation's website at <http://www.cdpr.ca.gov>

If you have any questions, please contact Jeff Becker, Senior Director of Facilities & Operations at (559) 497-3705.

REQUEST FOR INDIVIDUAL PESTICIDE APPLICATION NOTIFICATION

Dear Parent or Guardian,

The Healthy Schools Act of 2000 was signed into law in September 2000 and requires that all schools provide parents or guardians of students with annual written notification of expected pesticide use on school sites. The notification will identify the active ingredient or ingredients in each pesticide product and will include the Internet address (<http://www.cdpr.ca.gov>) for further information on pesticides and their alternatives.

Parents or guardians may request prior notification of individual pesticide applications at the school site. People listed on this registry will be notified at least 72 hours before pesticides are applied. If you would like to be notified every time we apply a pesticide, please complete and return the form below and mail it to:

Jeff Becker, Senior Director of Facilities & Operations
Office of the Fresno County Superintendent of Schools
1111 Van Ness Avenue
Fresno CA, 93721

If you have any questions, please contact Jeff Becker, Senior Director of Facilities & Operations at (559) 497-3705.

Sincerely,

Jeffrey D. Becker
Senior Director, Facilities & Operations

Enclosure

REQUEST FOR INDIVIDUAL PESTICIDE APPLICATION NOTIFICATION

NAME OF SCHOOL: _____

I understand that, upon request, the school district is required to supply information about individual pesticide applications at least 72 hours before application. I would like to be notified before each pesticide application at this school.

I would prefer to be contacted by (circle one): U.S. Mail E-mail Phone

Please print neatly:

Name of Parent/Guardian: _____ Date: _____

Address: _____

Day Phone: (____) _____ Evening Phone: (____) _____

E-mail: _____

Return to: Jeff Becker, Senior Director of Facilities & Operations
 Office of the Fresno County Superintendent of Schools
 1111 Van Ness Avenue
 Fresno CA, 93721

PARENTAL NOTIFICATION

Dear Parent or Guardian,

At your request, we are writing to notify you about a specific pesticide application(s) at your school. Please see below for detailed information. If you would like to see the Material Safety Data Sheet for this chemical, it is available at _____ . If you have any questions, please contact

_____ at _____ .
SCHOOL LOCATION
SCHOOL DISTRICT REPRESENTATIVE NAME PHONE

Sincerely,

NAME OF SCHOOL DISTRICT OFFICIAL

Notice of Pesticide Application

Date Form Completed: _____

School Name: _____

Location of Planned Pesticide Application: _____

Building Name/Number: _____

Playground or Grounds Section: _____

Name of Pesticide To Be Applied: _____

Active Ingredient(s): _____

Planned Date/Time of Pesticide Application: _____

For more information regarding these pesticides and pesticide use reduction, visit the Department of Pesticide Regulation's website at <http://www.cdpr.ca.gov> and click School IPM Program.

APPLICATION NOTICE

WARNING: PESTICIDE-TREATED AREA

NAME OF PESTICIDES

1.
2.
3.
4.

MANUFACTURER'S NAME; USEPA REGISTRATION NO.

1.
2.
3.
4.

INTENDED APPLICATION DATE

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APPLICATION DATE

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TREATED AREAS; REASON FOR TREATMENT

School Name: _____

ALWAYS BE SAFE

1. **If you need more information, please contact**
Name: _____
Title: Site IPM Coordinator
2. **Do not play on the treated area**
3. **Wash your hands and exposed skin if you touch the treated area.**

For record keeping only per Education Code requirement

