

PERSTICIDES AND PEST MANAGEMENT

It is the goal of the Board of Education to maintain the integrity of school buildings and grounds, protect the health and safety of students and staff and maintain a productive learning environment.

The Board recognizes that pests can pose a significant risk to health and property and there may be significant risks inherent in using chemical pesticides in the school environment. Pesticides will not be used on District playgrounds, turf, athletic, or playing fields, unless there is an emergency. Emergencies will be handled in accordance with applicable law and regulation.

Provisions will be made for a least toxic approach to integrated pest management (IPM) for all school buildings and grounds in accordance with the Commissioner's regulations. Integrated pest management is a systematic approach to managing pests focusing on long term prevention or suppression with minimal impact on human health, the environment, and non-targeted organisms.

Notification of Pesticide Application

All District staff and parents/guardians will be notified of pesticide applications performed at any school facility. A notice will be sent at the beginning of the school year and the beginning of any summer session in which children and staff are present in District buildings, whether for enrichment or remedial reasons. These notices (see Exhibit A – attached) will include:

1. Notification that pesticide products may be used periodically throughout the school year.
2. The availability of 48-hour prior written notification of pesticide applications to parents and staff who request such notice.
3. Instructions on how to register with the school to receive this prior written notification.
4. The name and number of the school representative who can provide further information.

The District will maintain a list of those individuals requesting 48 hour written notice and provide the appropriate notice (see Exhibit B – attached) when required. In addition, the District will post a copy of the notice in a public location at the relevant school.

Separate notices will be sent to staff and parents within two days of the end of winter recess, the end of the spring recess and the end of any summer session, in which children and staff are present in District buildings, whether for enrichment or remedial reasons, and within 10 days of the end of the school year. These notices (see Exhibit C – attached) will include, among other things, the date, location and product used for each pesticide application which required prior notification and each emergency application, during the period of time since the previous notice.

The Superintendent of Schools or his/her designee shall ensure the dissemination of this policy and conduct any training necessary to ensure that all staff are fully informed about pesticides and pest management.

Ref: Environmental Conservation Law, Art. 33

PERSTICIDES AND PEST MANAGEMENT

Education Law §§ 409-h, 409-k
6 NYCRR Part 325
8 NYCRR §§ 155.4, 155.24

Adoption date:

August 29, 2016

Reviewed:

August 28, 2017

Revised:

August 27, 2018

Reviewed:

November 25, 2019

Reviewed:

August 24, 2020

Revised:

October 18, 2021

Reviewed:

August 29, 2022

Reviewed:

August 21, 2023

Reviewed:

September 16, 2024

Reviewed:

August 18, 2025

PESTICIDES AND PEST MANAGEMENT – Exhibit A
Sample Annual Pesticide Notification Letter

DATE

Dear Parent(s), Guardian(s), and School Staff:

New York State Education Law § 409-h requires all public elementary and secondary schools to provide written notification to all persons in parental relation, faculty, and staff regarding the potential use of pesticides periodically throughout the school year or summer school session. The Patchogue-Medford School District is required to maintain a list of persons in parental relation, faculty, and staff who wish to receive 48-hour prior written notice of certain pesticide applications. The following pesticide applications are not subject to prior notification requirements:

- Where a school remains unoccupied for a continuous 72 hours following application of the pesticide;
- Anti-microbial pesticides and products;
- Aerosol products with a directed spray in containers of 18 fluid ounces or less when used to protect individuals from an imminent threat from stinging and biting insects, including venomous spiders, bees, wasps, and hornets;
- Nonvolatile rodenticides in tamper-resistant bait stations or in areas inaccessible to children;
- Silica gels and other nonvolatile ready-to-use paste, foam, and gel formulations of insecticide in areas inaccessible to children;
- Nonvolatile insecticidal baits in tamper resistant bait stations or in areas inaccessible to children;
- Boric acid and disodium octaborate tetrahydrate;
- A product designated by the US Environmental Protection Agency (EPA) as a biopesticide;
- A product classified by the EPA as an exempt material under 40 CFR 152.25; and
- An emergency application of a pesticide to protect against an imminent threat to human health.

If you would like to receive 48-hour prior notification of pesticide applications that are scheduled to occur in your school, please complete the form below and return it to the Patchogue-Medford School District pesticide representative: Attention: Office of Plants & Facilities, 121 Saxton Street, Patchogue, NY 11772, or via email at facilities-info@pmschools.org. Please feel free to contact the office of Plants & Facilities for further information on these requirements.

Sincerely,

Superintendent of Schools

PESTICIDES AND PEST MANAGEMENT – Exhibit A
Sample Annual Pesticide Notification Letter

Patchogue-Medford School District		
Request for Pesticide Application Notification		
School Building:		
Name:	Address:	
Day Phone:	Evening Phone:	Email Address:

PESTICIDES AND PEST MANAGEMENT – Exhibit B
Sample 48-Hour Notification Letter

Sample 48-Hour Prior Notification Letter

Must be sent to those individuals who opted into the 48-hour prior notification at least 48 hours prior to pesticide application

DATE

Dear Parent(s), Guardian(s), and School Staff:

Pursuant to New York State Education Law § 409-h, this notice is to inform you of a pending pesticide application to the [name of school] facility. You may wish to discuss with [insert name], the designated school representative, what precautions are being taken to protect you or your child from exposure to these pesticides.

Further information about the product(s) being applied, including any warnings that may appear on the label of the pesticide(s) that are pertinent to the protection of humans, animals, or the environment, can be obtained by calling the National Pesticide Telecommunications Network Information Phone Number at 1-800-858-7378, or the New York State Department of Health Center for Environmental Health Info Line at 1-800-458-1158.

Required Information	Information Details
Application Date	
Application Location	
Product to be Used	
EPA Pesticide Registration Number	

As a reminder, the following pesticide applications are not subject to prior notification requirements;

- Where a school remains unoccupied for a continuous 72 hours following application of the pesticide;

PESTICIDES AND PEST MANAGEMENT – Exhibit B
Sample 48-Hour Notification Letter

- Anti-microbial pesticides and products;
- Aerosol products with a directed spray in containers of 18 fluid ounces or less when used to protect individuals from an imminent threat from stinging and biting insects, including venomous spiders, bees, wasps, and hornets;
- Nonvolatile rodenticides in tamper-resistant bait stations or in areas inaccessible to children;
- Silica gels and other nonvolatile ready-to-use paste, foam, and gel formulations of insecticide in areas inaccessible to children;
- Nonvolatile insecticidal baits in tamper resistant bait stations or in areas inaccessible to children;
- Boric acid and disodium octaborate tetrahydrate;
- A product designated by the US Environmental Protection Agency (EPA) as a biopesticide;
- A product classified by the EPA as an exempt material under 40 CFR 152.25; and
- An emergency application of a pesticide to protect against an imminent threat to human health.

Please feel free to contact the Patchogue-Medford School District pesticide representative: Office of Plants & Facilities, 121 Saxton Street, Patchogue, NY 11772, or via email at facilities-info@pmschools.org. Please feel free to contact the office of Plants & Facilities for further information on these requirements, including information on products that are scheduled to be applied in this school.

Sincerely,

Superintendent of Schools

PESTICIDES AND PEST MANAGEMENT – Exhibit C
Sample Periodic Follow-Up Notification Letter

Sample Periodic Follow-Up Notification Letter

Must be sent within ten days of the end of school year, within two school days of end of winter recess, within two school days of end of spring recess unless the District does not use any pesticide products other than the exempt products listed in annual notification

DATE

Dear Parent(s), Guardian(s), and School Staff:

New York State Education Law § 409-h requires all public elementary and secondary schools to provide written notification to all persons in parental relation, faculty, and staff regarding the potential use of pesticides periodically throughout the school year or summer school session. The following pesticide applications took place in the [name of school] from [date to date – depending on when you are sending this].

Date of Application	Location of Application	Product Used

As a reminder, the following pesticide applications are not subject to prior notification requirements:

- Where a school remains unoccupied for a continuous 72 hours following application of the pesticide;
- Anti-microbial pesticides and products;
- Aerosol products with a directed spray in containers of 18 fluid ounces or less when used to protect individuals from an imminent threat from stinging and biting insects, including venomous spiders, bees, wasps, and hornets;
- Nonvolatile rodenticides in tamper-resistant bait stations or in areas inaccessible to children;
- Silica gels and other nonvolatile ready-to-use paste, foam, and gel formulations of insecticide in areas inaccessible to children;
- Nonvolatile insecticidal baits in tamper resistant bait stations or in areas inaccessible to children;

PESTICIDES AND PEST MANAGEMENT – Exhibit C
Sample Periodic Follow-Up Notification Letter

- Boric acid and disodium octaborate tetrahydrate;
- A product designated by the US Environmental Protection Agency (EPA) as a biopesticide;
- A product classified by the EPA as an exempt material under 40 CFR 152.25; and
- An emergency application of a pesticide to protect against an imminent threat to human health.

If you would like to receive 48-hour prior notification of pesticide applications that are scheduled to occur in your school, please complete the form below and return it to the Patchogue-Medford School District pesticide representative: Attention: Office of Plants & Facilities, 121 Saxton Street, Patchogue, NY 11772, or via email at facilities-info@pmschools.org. Please feel free to contact the office of Plants & Facilities for further information on these requirements.

Sincerely,

 Superintendent of Schools

Patchogue-Medford School District Request for Pesticide Application Notification		
School Building(s):		
Name:	Address:	
Day Phone:	Evening Phone:	Email Address: