



The Oregon School Boards Association and Special Districts Association of Oregon formed PACE in 2006 to serve the unique needs of Oregon's school districts, including charter schools, community colleges and education service districts.

PACE provides comprehensive coverage to members, including coverage documents, reinsurance policies, underwriting guidelines, claims adjusting services, loss control programs and training opportunities – all designed to fit the risk management needs of public education.

PACE now insures over 290 school entities and is available through local independent insurance agents.

Pre-loss

Lucy Schwallie, pre-loss attorney, has experience advising and counseling public and private sector clients, particularly in labor and employment matters and compliance with state and federal laws and regulations.



Therese Holmstrom, pre-loss attorney, has a background in human resources work and legal experience in employment law.



Human resources consultation

Catherine Cusimano, director of labor services, has more than 15 years of experience in human resources and employee and labor relations, including extensive experience in bargaining.



Siobhan Murphy, labor and employment advisor, has a wealth of knowledge regarding labor relations, PECBA and K-12 education.



pacepreloss@osba.org

Use your PACE benefits

Call **503-588-2800** or **800-578-6722** and ask for **PACE pre-loss services**

Every PACE dollar is a member dollar. Call before you incur unnecessary legal costs that may be covered by PACE.

We're here to help.

For more information about PACE and PACE services, contact:

Lisa Freiley, PACE administrator
Oregon School Boards Association
1201 Court St. NE, Suite 400, Salem, OR 97301
Phone: 503-588-2800 / 800-578-6722
lfreiley@osba.org

What PACE pre-loss is NOT: PACE pre-loss advice does not include information about:

- **Board policies**
- **Board member qualifications**
- **Board elections**
- **Board development** (including, but not limited to, public records and meetings, charter schools, public contracting, transfers and staff training requirements)

If you have questions about any of the above areas, please direct your inquiries to OSBA director of board development at 800-578-6722.

*For human resources and labor relations related questions, contact an OSBA human resources consultant by calling **800-578-6722**.*

PACE Pre-loss Services

Free legal and human resources consultation before you face a lawsuit



Get advice you can trust – before a situation gets out of control.

PACE gives you *free legal and human resources help* before a lawsuit is filed

PACE services minimize your costs and reduce risk with money-saving legal advice before a lawsuit is filed!

Each PACE member is entitled to up to **\$1,000 in free legal consultation per incident**. (Legal service beyond that is billed by the hour.)

What is pre-loss?

These are topics covered in pre-loss assistance:

- Performance management
- Plans of assistance
- Terminations
- Waivers
- Review of indemnification provisions

Call PACE if you face these high-risk situations:

- **Personal injury on school property**
Whether it's a student injured at sports practice or a parent injured while attending a school event, our staff will walk you through the steps to help avoid a lawsuit.
- **Employee termination**
If your district calls to consult with a PACE pre-loss attorney prior to making an employment termination or suspension decision, the \$25,000 deductible for that termination or suspension case will be waived. (The waiver of the deductible does not apply if your deductible is greater than \$25,000.)
- **Student or employee harassment, bullying, discrimination or retaliation**
Call as soon as you receive notice of a complaint. We can assist with investigation and follow-up to minimize liability and resolve the situation.
- **Inappropriate staff/student relationships**
Pre-loss staff can assist with the investigation; ending the employment relationship; communicating with the press, the community, criminal attorneys and law enforcement; training staff on prevention; and meeting with your safety team.
- **Review of indemnification provisions**
Before you sign a contract, run it by pre-loss staff to make sure you're protected. PACE attorneys routinely review all types of indemnification provisions.
- **Risk management for student activities and review of waivers**
If your staff suggest an activity, call pre-loss staff to discuss ways to make it safer.
- **Human resources**
Our human resources consultants will work with you to understand the components of effective plans of assistance so you know how to work with your staff to implement these plans and protect yourself from liability.
- **Title IX**
Pre-loss staff can highlight potential issues and review your entire athletic program for compliance.
- **Other scenarios that could lead to a lawsuit.**



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