

PAGE



Property and Casualty Coverage for Education

Safety and Liability Training



PACE



Property and Casualty Coverage for Education

No one matches PACE when it comes to experience and expertise.

Property and Casualty Coverage for Education (PACE) provides comprehensive insurance coverage for public education in Oregon.

Oregon School Boards Association and Special Districts Association of Oregon formed PACE in 2006. PACE is the largest member-owned property and liability insurance pool for education in Oregon with more than 290 school districts, community colleges, charter schools and education service districts.

Its size and strength allows PACE to negotiate the most competitive deals for members year over year. Unlike an insurance company focused on distributing profits to east coast shareholders, PACE's objective is to offer unequalled price and coverage options to its members.

With more than 50 years combined experience handling Oregon public entity insurance, PACE delivers the most personalized service in the industry.

Plus, PACE members have access to benefits other insurers simply can't provide, including:

- ◆ Liability insurance for locally-elected volunteer board members and public employees.
- ◆ Up to \$100 million in coverage for damage to buildings, buses, equipment and other assets.
- ◆ Protection against crime, personal injury and employee misconduct.
- ◆ Up to ten hours of free pre-loss legal counsel before an incident becomes a lawsuit.
- ◆ Waived deductible for legal consultation before employee discipline or termination.
- ◆ Free contract review before you sign.
- ◆ Training to help you manage all kinds of risk – from playground supervision and defensive bus driving to first aid, arson prevention and more.
- ◆ Five free criminal history background checks and five free drug and alcohol tests. Plus discounted pricing on additional tests/checks.

Loss control highlights

- ◆ Physical inspection of facilities with detailed safety recommendations
- ◆ Playground safety reviews by trained loss control consultants
- ◆ Specialized safety checklists on a variety of potential hazards
- ◆ Specialized training on a wide range of topics

Claims management highlights

- ◆ 24-hour response time on all claims
- ◆ Hands-on assistance at your site when a claim occurs
- ◆ Open and continuous communication
- ◆ Fair claims resolution
- ◆ The best education law experts in the state
- ◆ The claims staff has an average of 26 years of experience handling all types of losses and claims

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PACE Trainings

Free trainings for PACE members

PACE membership provides access to tools and resources to help prevent problems and respond appropriately if they occur. Classes listed in this brochure are free for PACE members. (Other workshops, conferences and trainings may involve a nominal fee.) If a topic you're interested in isn't listed, PACE is happy to tailor workshops to fit specific needs.

Contact:

Lisa Freiley at 800.578.6722

Scott Neufeld at 800.285.5461



PERSONNEL & LABOR

So now you're a supervisor	Performance management	Administering OFLA/FMLA	Americans with Disabilities Act
Now's your chance to learn what they didn't tell you about being a supervisor. Get a checklist of things supervisors need to know and practical tips for starting off on the right foot.	Not all evaluation systems are created equal. From documentation to progressive discipline to plans of assistance and more, gain practical tools and learn successful employee management practices.	Become familiar with the Oregon Family Leave Act and federal Family and Medical Leave Act to manage staff leave smoothly and appropriately.	Understand when the Americans with Disabilities Act applies and avoid discrimination based on disability. Learn what constitutes a reasonable accommodation and how to handle job interviews, post-offer discussions, leaves of absences and reinstatement.
When: At district request	When: At district request	When: At district request	When: At district request
Where: Regional workshop	Where: Regional workshop	Where: Regional workshop	Where: In district or regional workshop
Contact: Lisa Freiley, 800.578.6722	Contact: Lisa Freiley, 800.578.6722	Contact: Lisa Freiley, 800.578.6722	Contact: Lisa Freiley, 800.578.6722
Effective hiring practices	Conducting investigations	Resolving conflicts	
Good hiring practices can eliminate legal risks, reduce costs and improve staff morale. Learn legal requirements for evaluating job applications, conducting effective reference and background checks and managing all phases of the hiring process to avoid discrimination.	Get it right the first time and protect the rights of all parties. This session walks you through the steps of conducting an error-free investigation. Learn when and how to investigate and make judgment calls needed to reach resolution.	Learn effective methods for resolving conflicts that occur naturally in the workplace. This session helps participants learn to create collaborative relationships and apply effective problem-solving techniques.	
When: At district request	When: At district request	When: At district request	
Where: Regional workshop	Where: Regional workshop	Where: Regional workshop	
Contact: Lisa Freiley, 800.578.6722	Contact: Lisa Freiley, 800.578.6722	Contact: Lisa Freiley, 800.578.6722	

PACE Trainings

FACILITIES

Arson awareness and prevention	Playground hazard identification	General hazard identification
Learn to reduce arson risk using Oregon Fire Marshal information and PACE best practices.	Learn how to inspect equipment, what to look for to reduce risks and best practices for keeping playgrounds safe for students.	Benefit from PACE experience. This class provides resources to mitigate risks in shops, art departments, stages and elsewhere in your facilities.
When: At district request	When: At district request	When: At district request
Where: In district or regional workshop	Where: In district or regional workshop	Where: In district or regional workshop
Contact: Scott Neufeld, 800.285.5461	Contact: Scott Neufeld, 800.285.5461	Contact: Scott Neufeld, 800.285.5461

STUDENT SAFETY

Preventing school violence	Bus driver safety	CPR and first aid
Learn to recognize, prevent, manage and mitigate threats of violence. Advance planning, appropriate policies and staff training can help prevent a threat or keep it from escalating.	Learn basic principles of defensive driving. Discuss different scenarios, what can be done to mitigate potential losses and best practices. Attendees earn 2 hours of Oregon Department of Education credits.	Learn the newest guidelines for using CPR, first aid and automated external defibrillators.
When: At district request	When: At district request	When: At district request
Where: Regional workshop	Where: Regional workshop	Where: In district (limited to 12 staff members per year)
Contact: Lisa Freiley, 800.578.6722	Contact: Scott Neufeld, 800.285.5461	Contact: Scott Neufeld, 800.285.5461

LEGAL ISSUES

Sexual harassment	Top 20 things supervisors do to get sued	Physical education and sports liability
Understand legal and policy requirements, recognize illegal sexual harassment, learn how to handle complaints effectively and take appropriate corrective action.	Take note of the top 20 things supervisors do to get sued – and don't do them! Learn why employees file lawsuits and get tips to help you handle litigious situations.	Learn to develop good policies and procedures to respond to physical education and athletic injuries. Manage after-effects and prepare solid accident reports. Make sure activities and athletic programs comply with Title IX.
When: At district request	When: At district request	When: At district request
Where: Regional workshop	Where: Regional workshop	Where: Regional workshop
Contact: Lisa Freiley, 800.578.6722	Contact: Lisa Freiley, 800.578.6722	Contact: Lisa Freiley, 800.578.6722

AIA construction contract modifications	Fire extinguisher use	
Protect your organization's interests throughout the course of a construction project by implementing construction contract modifications. Identify and examine common issues before entering into construction contracts.	Learn the basics of fire extinguisher use, different types of fires and fire extinguishers and how to conduct required inspections. Then, put your knowledge to the test by extinguishing a real fire!	
When/where: Online course	When: At district request	
Contact: www.osba.org/olc.aspx	Where: In district	
	Contact: Scott Neufeld, 800.285.5461	

Bullying	Identifying grooming behavior	Student supervision
Learn to recognize bullying, apply effective prevention techniques and take appropriate corrective action.	Get tools to identify and prevent improper staff and student relationships. Learn how to respond to inappropriate staff behavior.	Get information on policies, supervision, equipment and best practices to protect students and prevent playground injuries. Learn the finer points of student supervision and reduce potential liability in the classroom, on the playground, on the bus, on field trips and more.
When: At district request	When: At district request	When: At district request
Where: Regional workshop	Where: Regional workshop	Where: Regional workshop
Contact: Lisa Freiley, 800.578.6722	Contact: Lisa Freiley, 800.578.6722	Contact: Scott Neufeld, 800.285.5461

Fundraising liability	Employment discrimination	Employee sexual conduct
Develop good policies and procedures to protect your district from embezzlement, Title IX and Oregon School Activities Association violations and other issues caused by outside fundraising groups.	Learn state Bureau of Labor and Industries laws and administrative rules, understand employer obligations and avoid violating employment discrimination laws.	State law now requires training for school employees in preventing, identifying and reporting employee sexual misconduct. Learn to screen applicants, respond if sexual misconduct occurs and identify what records to disclose.
When: At district request	When: At district request	When: At district request
Where: Regional workshop	Where: Regional workshop	Where: In district
Contact: Lisa Freiley, 800.578.6722	Contact: Lisa Freiley, 800.578.6722	Contact: Lisa Freiley, 800.578.6722

PACE Training Staff

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Online training - *SafeSchools* and *SafeColleges*

PACE has partnered with the leading web-based staff training system. *SafeSchools* and *SafeColleges* courses are 100 percent school-focused. Fourteen courses are included in your coverage with access to the entire library of courses at a reduced rate of \$1.00 per FTE.

SafeSchools courses included:

- ♦ Oregon Sexual Conduct
- ♦ Oregon Sexual Conduct, Parent Version
- ♦ Oregon Bullying Primer
- ♦ Bullying Complete Course
- ♦ Boundary Invasion
- ♦ Gang Awareness and Prevention

- ♦ Online Safety: Cyberbullying
- ♦ Online Safety: Threats of Violence
- ♦ School Violence and Weapons
- ♦ Sexual Harassment: Policy
- ♦ Sexual Harassment Refresher
- ♦ Sexual Harassment: Staff-to-Staff
- ♦ Sexual Harassment: Student Issues
- ♦ Sports Supervision and Safety

SafeColleges courses included:

- ♦ Arson Awareness & Prevention
- ♦ Child Abuse: Identification & Intervention
- ♦ Conflict Management: Staff-to-Staff

- ♦ Dating Violence: Identification & Intervention
- ♦ Diversity Awareness
- ♦ FERPA: Confidentiality of Records
- ♦ Gang Awareness
- ♦ Reasonable Suspicion for Drug & Alcohol Use
- ♦ Sexual Harassment: Policy & Prevention
- ♦ Sexual Harassment: Staff-to-Staff
- ♦ Sports Supervision and Safety
- ♦ Visual Weapons Screening
- ♦ Workplace Bullying

PACE Members

Academy of Arts and Academics	Double O SD	McKenzie SD	Riddle Education Center
Ace Academy	Douglas ESD	McMinnville SD	Riddle SD
Adel SD	Eagle Point SD	Medford SD	Ridgeline Montessori Charter School
Alsea SD	Eagleridge High School	Milton-Freewater Unified SD	Riverdale SD
Amity SD	Echo SD	MITCH - Tigard	Roseburg Public Schools
Arlington SD	Eddyville Charter School	Mitchell SD	Sage Community School
Armadillo Technical Institute	Elgin SD	Molalla River Academy	Santiam Canyon SD
Ashland SD	Elkton Charter School	Molalla River SD	Scappoose SD
Ashwood SD	Elkton SD	Monroe SD	Scio SD
Athena-Weston SD	Enterprise SD	Morrow County SD	Sheridan All Prep Academy
Baker Web Academy	Estacada All Prep Academy & Estacada Early College	Mosier Community School	Sheridan Japanese School
Baker SD	Estacada SD	Mt. Angel SD	Sheridan SD
Bandon SD	Eugene SD	Mt. Hood CC	Sherwood SD
Banks SD	Falls City SD	Muddy Creek Charter School	Siletz Valley Schools
Bend-La Pine SD	Fern Ridge SD	Multisensory Learning Academy	Silver Falls SD
Bennett Pearson Charter	Forest Grove SD	Multnomah ESD	Silvies All Prep Academy
Bethany Charter School	Forest Grove SD	Myrtle Point SD	Siuslaw SD
Bethel SD	Fossil SD	Neah-Kah-Nie SD	South Coast ESD
Blachly SD	Gervais SD	Nestucca Valley SD	South Lane SD
Black Butte SD	Gladstone SD	Network Charter School	South Umpqua SD
Blue Mountain CC	Glendale SD	Newberg SD	South Wasco County SD
Brookings-Harbor SD	Glide SD	North Bend SD	Southern Oregon ESD
Burnt River SD	Grants Pass SD	North Central ESD	Southwestern Oregon CC
Butte Falls SD	Greater Albany Public SD	North Clackamas SD	Springfield SD
Canby SD	Gresham-Barlow SD	North Columbia Academy	Springwater Environmental Sciences School
Cascade SD	Harney ESD	North Douglas SD	St. Helens SD
Centennial SD	Harrisburg SD	North Lake SD	St. Paul SD
Center for Advanced Learning	Helix SD	North Marion SD	Stanfield SD
Central SD	Hermiston SD	North Powder SD	Suntext SD
Central Curry SD	Hillsboro SD	North Santiam SD	Sunterlin SD
Central Linn SD	Hood River County SD	North Wasco County SD	Sweet Home SD
Central Oregon CC	Howard Street Charter School	Oakland SD	The Lighthouse School
Central Point SD	Imbler SD	Oakridge SD	Three Rivers Charter School
Chemeketa CC	Ione SD	Oregon City SD	Three Rivers/Josephine SD
City View Charter School	Jefferson County SD	Oregon Coast CC	Tigard-Tualatin SD
Clackamas Charter Alliance	Jefferson SD	Oregon Coast Technology School	Tillamook Bay CC
Clackamas CC	John Day SD	Oregon Trail Primary Academy	Tillamook SD
Clackamas ESD	Joseph SD	Oregon Trail SD	Treasure Valley CC
Clatskanie SD	Junction City SD	Paisley SD	Troy SD
Clatsop CC	Klamath CC	Parkrose SD	Ukiah SD
Colton SD	Klamath County SD	Pendleton SD	Umatilla County SD
Columbia Gorge CC	Klamath Falls City Schools	Perrydale SD	Umatilla-Morrow ESD
Columbia Gorge ESD	Knappa SD	Philomath SD	Umpqua Community College
Community Roots School	La Grande SD	Phoenix-Talent SD	Union SD
Coos Bay SD	Lake ESD	Pilot Rock SD	Vernonia SD
Coquille SD	Lake Oswego SD	Pine Eagle SD	Wallowa SD
Corbett Charter School	Lakeview SD	Pinehurst SD	Warrenton-Hammond SD
Corbett SD	Lane CC	Pleasant Hill SD	West Lane Technical Learning Center
Corvallis SD	Lane ESD	Plush SD	West Linn-Wilsonville SD
Cove SD	Lebanon Community SD	Port Orford-Langlois SD	Willamette ESD
Crane SD	Lincoln County SD	Portland Community College	Willamette Leadership Academy
Creswell SD	Linn-Benton CC	Powers SD	Willamina SD
Crook County SD	Linn Benton Lincoln ESD	Prospect SD	Woodburn SD
Crow-Applegate-Lorane SD	Lourdes School	Rainier SD	Yamhill-Carlton SD
Culver SD	Lowell SD	Redmond Proficiency Academy	Yoncalla SD
Dallas SD	Luckiamute Valley Charter Schools	Redmond SD	
David Douglas SD	Madrone Trail Public Charter	Reedsport SD	
Days Creek Charter School	Mapleton SD	Region 18 ESD	
Days Creek SD	Marcola SD	Reynolds SD	
Dayton SD			

2012 BOARD OF TRUSTEES

Tim Belanger (Chair)

Business & Support Services Director, Oregon Trail School District

John Rexford (Vice-chair)

Deputy Superintendent, Bend-La Pine School District

Allen Bunch

Risk Manager, Chemeketa Community College

Marie Knight

Fiscal Assistant, Vernonia School District

Wayne Kostur

Superintendent, Molalla River School District

Debbie Laszlo

Regional Risk/Benefits Manager, Redmond School District

Terry Lenchitsky

Board Member, Oregon Trail School District

Adam Stewart

Chief Financial Officer, Hillsboro School District



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For more information go to pace.osba.org or contact:

Oregon School Boards Association

1201 Court St. NE, Salem, OR 97301
P.O. Box 1068, Salem, OR 97308-1068
Phone: 800.578.6722 / 503.588.2800

Special Districts Association of Oregon

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Phone: 800.285.5461 / 503.371.8667