**Business and Noninstructional Operations** BP 3530(a)

**RISK MANAGEMENT/INSURANCE**

The Governing Board strongly supports a risk management program that protects College andCareer Advantage (CCA) Regional Occupational Program resources and promotes the safety of students, staff and the public.

The Executive Director shall establish a risk management program that uses effective safety and loss control practices. CCA shall strive to keep its liability at a minimum and its insurance premiums as low as possible while maintaining adequate protection. To determine the most economical means of insuring CCA consistent with required services, the Executive Director shall annually review CCA’s options for obtaining coverage, including qualified insurance agents, a joint powers agency, self-insurance or a combination of these means.

The Board reserves the right to remove an insurance agent-of-record or a participating agent whenever, in the judgment of the Board, such action becomes desirable for the best interests of CCA.

To attempt to minimize the district's exposure to liability, the Board shall adopt clear policies related to discrimination, harassment, safety procedures, and the timely handling of claims. The Executive Director shall ensure that these policies and related procedures are enforced fairly and consistently.

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*

*(cf. 3320 - Claims and Actions Against the District)*

*(cf. 4030 - Nondiscrimination in Employment)*

*(cf. 4119.11/4219.11/4319.11- Sexual Harassment)*

*(cf. 4132/4232/4332- Publication or Creation of Materials)*

*(cf. 4157.1/4257.1/4357.1 - Work-Related Injuries)*

*(cf. 4158/4258/4358- Employee Security)*

*(cf. 5141.4 - Child Abuse Prevention and Reporting)*

*(cf. 5145.3 - Nondiscrimination/Harassment)*

*(cf. 5145.7 - Sexual Harassment)*

*(cf. 6162.6 - Use of Copyrighted Materials)*

*(cf. 9260 - Legal Protection)*

The Executive Director shall report to the Board twice a year on CCA’s risk management activities.

*Legal Reference: (see next page)*

*EDUCATION CODE*

*17029.5 Contract funding; board liability*

*17565-17592 Board duties re property maintenance and control*

*32350 Liability on equipment loaned to district*

*35162 Power to sue, be sued, hold and convey property*

*35200-35214 Liabilities, especially:*

*35208 Liability insurance*

*35211 Driver training civil liability insurance*

BP 3530(b)

**RISK MANAGEMENT/INSURANCE** (continued)

*Legal Reference: continued)*

*35213 Reimbursement for loss, destruction or damage of personal property*

*35214 Liability self-insurance*

*35331 Medical or hospital service for students on field trip*

*39837 Transportation of pupils to places of summer employment*

*41021 Requirement for employees' indemnity bonds*

*44873 Qualifications for physician (liability coverage)*

*49470-49474 District medical services and insurance*

*GOVERNMENT CODE*

*820.9 Board members not vicariously liable for injuries caused by district*

*989-991.2 Local public entity insurance*

*LABOR CODE*

*3200-4855 Workers' compensation*

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| Policy  adopted: October 25, 2007  revised: December 18, 2023 | **COLLEGE AND CAREER ADVANTAGE**  San Juan Capistrano, California |