

*North Coast Schools' Insurance Group  
January 5, 2012 – 12:00 p.m.  
Annex – HCOE*

## ***Risk Management Committee***

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Teleconference Location:  
*Del Norte County Office of Education  
301 West Washington Boulevard  
Crescent City, CA 95531  
707-464-6141*

**1.0 CALL TO ORDER**

**2.0 APPROVAL OF MINUTES**

Approve Minutes of Meeting for November 3, 2011.

**3.0 ITEMS/COMMENTS FROM THE PUBLIC**

Members of the public may comment on non-agenda matters. No action may be taken on topics not listed on the agenda.

**4.0 CORRESPONDENCE**

None was received.

**5.0 REPORTS/DISCUSSION ITEMS**

**5.1 Director's Report – Stacy Lane**

The Committee will be updated on the current issues covered by this position.

**5.2 Risk Manager's Report – Kimberly Comet**

The Committee will be updated on the current issues covered by this position.

**5.3 Volunteer Packet – Kimberly Comet**

The Committee will review the draft package of information for districts regarding managing volunteers.

**5.4 Therapy Dogs – Kimberly Comet**

The Committee will discuss staff bringing dogs to work under a doctor's recommendation.

**5.5 Districts Inspecting Private Vehicles – Kimberly Comet**

The Committee will review the long established practice of inspecting private vehicles for school trips.

**5.6 School Access to Student Cell Phones– Kimberly Comet**

The Committee will review the best practices for accessing student cell phones.

**6.0 AGENDA ITEMS/NEXT MEETING: March 1, 2012**

**7.0 ADJOURNMENT**

**Americans with Disabilities Act**

The North Coast Schools' Insurance Group conforms to the protections and prohibitions contained in Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof. A request for disability related modification or accommodation, in order to participate in a public meeting of the North Coast Schools' Insurance Group, shall be made to: Stacy Lane, Executive Director, North Coast Schools' Insurance Group, 901 Myrtle Avenue, Eureka, CA 95501.