



New Jersey Schools Insurance Group

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Board of Trustees Meeting of May 20, 2015 Loss Control Report

- **SafetyNet**

With warm weather on the way, the May Safety theme is *Prevent Heat Stress*. The article provides precautions which can be taken to prevent heat-related illnesses. The Claims Corner provided an article on the *Americans with Disabilities Act (ADA)*. We also provided two health articles. The first entitled *Loose Your Stress In 5 Minutes* provides tips to get back into control in stressful situations. The second article *When you see red, spend some time looking inward* has anger management tips.

A copy of the May SafetyNet is included with this report.

- **Boiler Seminars**

Hartford Steam Boiler conducts boiler operator training classes for our member districts' boiler operators every other year. During these classes we usually train over 150 boiler operators from around the state. This year we have added a fourth location which should increase attendance. The boiler training classes are scheduled to begin during the month of June and will continue through July. The district invitation was included in the May SafetyNet.

- **On-Line Trainings**

Senior Loss Control Representative, Sameer Sarfraz, created a list of required posters which all New Jersey school districts should post. The list is now available on the NJSIG website with hyperlinks to each poster. Please see the list attached to this report.

- **In-House Training**

WeTip provided their report of tips they received in 2014. Our members provided over 140 anonymous tips covering several categories. From that report, Member Services and Loss Control created the attached flyer, *Can You Put a Price on Safety?*, which was sent to all our member districts. Our goal is to expand the use of this program over the next 12 months.

Tony Jones

Tony Jones, Loss Control Manager

SafetyNet's Safety Theme

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May 2015

Prevent Heat Stress

The term "heat-stress" refers to a group of heat-related illnesses that include heat cramps, heat exhaustion, and heatstroke, which can be fatal.



The following precautions can be taken to prevent heat-related illnesses:

- Never leave anyone in a closed, parked vehicle during hot weather.
- Drink plenty of fluids before working in a hot environment, and replenish lost fluids during rest breaks.
- Plan strenuous outdoor activity for early or late in the day when it is cooler.
- Take frequent rest breaks.
- If you are taking medications, be especially careful about heat exposure. Some medications can make you more vulnerable to heat.
- Wear sunblock, hats, and light, loose-fitting clothes to protect skin from the sun's harmful rays.
- At the first sign of heat illness (dizziness, nausea, headaches, muscle cramps), move to a cooler place, rest for a few minutes, and slowly drink a cool beverage. Seek medical attention immediately if your condition does not improve. •





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May 2015

Claims Corner

The Americans with Disabilities Act

The Americans with Disabilities Act (ADA) was signed into law in 1990. The Act makes it a violation of federal law to discriminate against people with disabilities. This is similar to the laws that protect people against discrimination on the basis of race and gender.

Title One of the ADA prevents discrimination in the workplace. The ADA applies to employees of public schools in New Jersey. With respect to hiring practices, a school district cannot discriminate against qualified job applicants and employees on the basis of their disability. From a practical standpoint, this makes it illegal to ask a person about a disability during the employment interview. If necessary, employers must also make reasonable accommodations to enable the qualified job applicant with a disability to perform the essential functions of the job.

If you have any questions regarding the ADA, we encourage you to call our Employment Practices Hotline (NEPHA) at 201-623-1223, or your board attorney. The NEPHA Hotline is a free service to all members who have their School Leaders Errors and Omissions Policy with the Group. 🌸

*By Michael J. Cox
Assistant NJSIG Claim Manager*

Lose Your Stress in 5 Minutes

Feeling a bit anxious? Here's what you can do right now to take back control.

<p>Eat a square of dark chocolate.</p>	<p>Embrace the rush.</p>	<p>Give a bear hug.</p>	<p>Take a YouTube break.</p>	<p>Find a green space.</p>
<p>Not only is it rich in healthy flavonols, but cocoa also causes the brain to release endorphins, the same feel-good hormones you get after a run.</p>	<p>Short-term stress can actually help memory and brain function. So use that initial burst of energy to make the deadline, then learn to just let it go.</p>	<p>A nice, big squeeze triggers the release of warm and fuzzy love hormone oxytocin. No hug-worthy friends close by? Shaking hands works, too.</p>	<p>Just be sure to watch something funny (such as a pet video). A good belly laugh relaxes muscles, lowers blood pressure and releases natural painkillers.</p>	<p>Walking in nature relieves tension, decreases frustration and increases calm feelings. No time to get to a park? Even five minutes outside lifts the mood. 🌸</p>
<p><i>AARP The Magazine</i></p>				



When you see red, spend some time looking inward.

Anger is one of our strongest emotions and it can also be the most difficult one to manage. People tend to deal with anger in the same ways their parents or families did, which may be entirely the wrong ways: 1) They keep it inside; 2) They blow up; 3) They become physically or verbally abusive; 4) They drink alcohol/use drugs to “control” it.

Unfortunately, all of these common responses to anger are largely self-destructive.

Unresolved anger at its core is unhealthy, as it can raise blood pressure and increase the risk of ulcers and heart attacks. Unchecked anger can irreparably alienate others if it leads to verbal or physical abuse. And if alcohol and/or drugs are used to try to control or escape anger, the results can be devastating to families, jobs and lives.

So, instead of letting anger hurt you and those around you, learn healthy techniques for dealing with it. Start by recognizing your typical responses to this red-flag emotion, then actively strive to understand its roots. Learn your anger triggers and practice some positive ways of reacting to them.

Step 1: Confront/Evaluate

Anger is a natural emotion and it’s okay to feel angry sometimes. It doesn’t have to be justified or rationalized. Anger can result from something as basic as being hungry, tired or physically unwell. It can also be triggered by rational/irrational perceptions and expectations of other. For example, if someone

didn’t act the way you thought they “should” have, anger can result. Therefore, it’s important to confront and evaluate the underlying causes of specific feelings of anger, then take measures to deal with them.

Step 2: Detach, Breathe, Talk

Try to practice one or more of the following anger-management techniques the next time you see red:

- ◆ **Detach yourself from the situation.**
- ◆ **Breathe** - try breathing exercises to calm yourself down.
- ◆ **Relax** - then look at the problem again.
- ◆ **Concentrate** on replacing irrational, angry thoughts with reasonable ones.
- ◆ **Take a walk** or do something to physically release your anger.
- ◆ **Smile or laugh** - it’s hard to stay angry when doing either.
- ◆ **Be more forgiving.**
- ◆ **Focus on problem-solving and solutions.** Don’t waste your energy on rage.
- ◆ **Try to see things** from the other person’s point of view, instead of judging.
- ◆ **Talk to someone about your anger.**
- ◆ **If you find it difficult** to talk about your anger, or are having problems pinpointing the cause of your anger, write it down. Putting pen to paper can help to clarify your feelings. 🌀

Risk Review - Schools Insurance Authority





Fundamentals of Boiler Operation Maintenance Seminar



Hartford Steam Boiler

Presented by:

New Jersey Schools Insurance Group & Hartford Steam Boiler Inspection and Insurance Company

Course Description: This program is designed to cover the fundamentals of proper boiler maintenance and the codes and standards governing boiler design, fabrication installation, maintenance and repair. The course will take an in-depth look at areas that are vital for any effective boiler maintenance program. Any person responsible for operating and maintaining boilers should attend. There are no course prerequisites required.

Topics:

- How to Operate Boilers
- Boiler Codes
- Boiler Operation
- Boiler Maintenance
- Boiler Inspections
- A “Recommended Preventive Maintenance Schedule” is included

Time: 8:30 a.m. - 3:00 p.m.

Cost: \$50 per person (NJSIG Members) Non-Member: \$150

Continental breakfast and lunch are included in the cost of the seminar.

Your choice of four locations.

June 26, 2015

Atlantic County Special Services
4805 Nawakwa Boulevard
Mays Landing, NJ 08330

609-625-5590

July 17, 2015

Courtyard Marriott
Courtyard Glassboro Rowan University
325 Rowan Boulevard
Glassboro, NJ 08028

856-881-0048

July 24, 2015

Foundation for Educational Administration
12 Centre Drive
Monroe Township, NJ 08831

609-860-1200

July 31, 2015

Hanover Marriott
1401 Route 10 East
Whippany, NJ 07981

973-898-4672

RSVP by June 19, 2015, July 10, 2015, July 17, 2015 and July 24, 2015 respectively to Sue Williams, NJSIG at 609-386-6060 extension 3005 or via email at swilliams@njsig.org. Purchase orders and payments may be sent to New Jersey Schools Insurance Group at 450 Veterans Drive, Burlington, NJ 08016, attention Sue Williams. *No refunds for no shows.*