

# BOARD POLICY

3500

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

BUSINESS

## CLAIMS AGAINST THE DISTRICT

Any claims against the District for money or damages, which are not governed by any other statutes or regulations expressly relating thereto, shall be presented and acted upon in accordance with applicable codes, rules and regulations.

Claims must be presented according to this policy and related regulations as a prerequisite to filing suit against the District.

Claims that are subject to the requirements of this policy include, but are not limited to, the following:

- Claims by public entities: claims by the state or by a state department or agency or by another public entity.
- Claims for fees, wages and allowances: claims for fees, salaries or wages, mileages, or other expenses and allowances.

Claims, lawsuits, subpoenas, and/or other types of legal process for the District shall be served to South Orange County Community College District, Office of Risk Management, Attention: District Risk Manager.

The District designates the Vice Chancellor of Business Services or designee as the person authorized to reject and/or provide notice of its insufficiency for claims filed with the Board of Trustees and to settle claims up to the amount authorized in Board Policy 2100.

### *Reference:*

*Education Code section 72502*

*Government Code Sections 900 et seq. 910, 935.2, and 935.4*

Adopted:	2-24-76	Revised:	4-26-99	Revised:	11-19-18	Page 1 of 1
Revised:	5-23-88	Revised:	9-29-03			
Revised:	10-18-93	Revised:	10-27-08			