



Grace Chan

Associate | San Francisco

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EXPERIENCE

Grace represents educational institutions in all aspects of education and employment law. Grace works extensively in handling various employment and student issues, such as drafting employment agreements, employee handbooks, enrollment agreements and student handbooks, defending claims of alleged harassment, discrimination, retaliation and disability accommodation issues, and advising on employee discipline, wage and hour issues, leaves, student discipline and expulsion, tuition disputes, and contract claims.

Grace regularly advises boards on governance issues, including updating bylaws, articles and board policies, and advising on board functions and operations, fiduciary duties and obligations, and risk management practices.

A frequent presenter, Grace has conducted a number of presentations and workshops for many schools and associations on a variety of employment, student and governance topics, ranging from crisis management, mandated reporting, professional boundaries, wage and hour issues, employment contracts, harassment prevention, disability issues and leaves.

Grace is a graduate of the Catholic University of America Columbus School of Law, where she served as an Associate on the Moot Court Association. Prior to law school, Grace earned her Bachelor of Arts in English and American Literature with a minor in Political Science from the New York University College of Arts & Science. Grace is admitted to the State Bar of California as well as the District of Columbia Bar.

EDUCATION

JD, The Catholic University of America, Columbus School of Law, Washington, DC
BA, New York University

LEGAL EXPERTISE

Employment Law
Litigation Services
Private Education
Public Education
Retirement, Health & Disability
Wage & Hour

REPRESENTATIVE MATTERS

APPELLATE

Washington v. Contra Costa County Housing Authority et al. (2013) - After LCW obtained summary judgment in Contra Costa County Superior Court in favor of the Housing Authority and an individual defendant, defeating a sexual harassment claim brought by a male maintenance worker against a female manager, the employee appealed. The First Appellate District affirmed the judgment on behalf of both defendants and awarded the Housing Authority and the individual defendants their costs on appeal.

LITIGATION

Hancock v. Plumas County (2012) - Obtained summary judgment in Plumas County Superior Court in favor of County and three individual supervisors who the employee had claimed harassed and discriminated against her based on her disabilities, age, and gender. The employee also claimed that her layoff was discriminatory.

PUBLICATIONS

Anxious Parents in a Litigious Age, Jul 20, 2018

PRESENTATIONS

Reasonable Accommodation of Students, ACSI Consortium, Webinar, Mar 24, 2020

Preventing Harassment, Discrimination and Retaliation in the Private and Independent School Environment, Mid-Peninsula High School, Menlo Park, Nov 11, 2019

Employee Evaluations and Separations, CAIS, Webinar, Oct 22, 2019