

Insurance Program/Risk Management

The superintendent will recommend to the school board the purchase of adequate insurance to protect certain physical assets of the school system and to protect personnel from civil liability and medical expenses to the extent of coverage.

Upon recommendation of the superintendent, the board will also authorize the individual purchase of other insurance protection by staff members and students according to rules developed by the superintendent. In addition, staff members may utilize payroll deductions for certain approved insurance programs.

The superintendent will annually review each insurance policy in force with the school board. The review of insurance coverage will address the following:

- Adequacy of coverage to include loss limits, recovery provisions, and deductibles.
- Potential for providing similar coverage through self-insurance programs.
- Potential for procuring insurance protection through a bid proposal system.
- Evaluation of risk management actions that will be adopted to reduce loss exposure.

Normally, property and liability insurance with an estimated annual premium in excess of \$5,000 will be purchased using a bid proposal system. An exception to this requirement may be approved by the school board on the recommendation of the superintendent if it is in the best interest of the district.

The superintendent will evaluate the insurance bid proposals and make an award recommendation to the school board.

Adopted: May 9, 1996
Reviewed: July 13, 2004
Revised: