

OLD FORGE SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: OTHER INSURANCE

ADOPTED: November 29, 1985

REVISED: May 15, 2002

| 813. OTHER INSURANCE | |
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| 1. Purpose | Proper school district operation requires that adequate, basic insurance programs be provided for the protection of the district and its employees. |
| 2. Authority SC 513, 774 | <p>The Board has the authority and responsibility to provide adequate insurance coverage to protect the district's interests. Such coverage shall be in accordance with established guidelines.</p> <p>In placing insurance, the Board shall be guided by the service of an insurance agent, scope of coverage provided, and price of desired coverage.</p> |
| 3. Guidelines | <p>Liability insurance for the district shall include coverage for liability as a result of:</p> <ol style="list-style-type: none"> 1. General liability. 2. Acts of employees. 3. Corporal punishment. 4. Disputes with contractors. 5. Errors and omission of Board members, administrators, and district employees. <p>Travel accident insurance shall include coverage for Board members and administrators while in the performance of their duties.</p> <p>Health care insurance shall include coverage for regularly employed staff members for:</p> <ol style="list-style-type: none"> 1. Hospital care. 2. Medical-surgical treatment. 3. Major medical expenses. |

4. Dental care.

5. Vision care.

6. Prescription care.

Group life insurance shall include coverage for regularly employed staff members.

Disability insurance shall include coverage for as per language in contract agreements.

COBRA

In the event of a qualifying event to the employee, the employer has thirty (30) days to notify the plan administrator of the termination, reduction in hours, or death of the employee. This terminates his/her insurance under the plan.

The plan administrator has fourteen (14) days to notify the employee of the right to continue coverage under the Consolidated Omnibus Budget Reconciliation Act of 1986 (COBRA).

In the event of a qualifying event to a dependent, the employer has fourteen (14) days to notify the dependent of his/her rights to continue coverage after being advised by the employer or dependent that the event has occurred.

| <u>Qualifying Event</u> | <u>Duration of Continuance of Coverage</u> |
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| Termination of employment (except for gross misconduct) | Up to 18 months |
| Reduction of the employee's hours which results in loss of coverage | Up to 18 months |
| Death of an employee | Up to 36 months |
| Divorce | Up to 36 months |
| Loss of dependent coverage because employee becomes entitled to Medicare benefits | Up to 36 months |

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| | <p>Dependent child no longer meets definition of an eligible dependent</p> <p>Up to 36 months</p> <p>Terminated employees are responsible for the gross rate of premiums charged, with an additional two percent (2%) charged for additional corporate administrative cost.</p> |
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