

<u>Section E:</u> Business Management	Knox County Board of Education Policy			
	Insurance Management	Descriptor Term:	Descriptor Code:	Issued:
			E-200	7/95
			Reviewed:	Revised:
	3/24	3/23		

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DISTRICT COVERAGE

The insurance program shall provide coverages for the Local Education Agency (LEA) in a minimum of the following broad categories:

1. Property: Buildings and contents against fire, extended coverage, vandalism and malicious mischief, boiler and machinery explosion, and vehicles;
2. Liability: Board members, Director of Schools and employees discharging their duties;
3. Worker's compensation; and
4. Fidelity: Blanket official bond and/or coverage of the Director of Schools and fiscal agent as required by statute^{1,2} and with approval of the County Mayor.³

The Director of Schools shall continually review the insurance program to ensure that adequate protection is being provided at a reasonable price.

GROUP HEALTH⁴

The Board shall make available group health insurance for all employees according to the rules established by the State Group Insurance program at established rates of employee contributions. The plan carrier shall be at the sole discretion of the Board as allowed by state law.

Such insurance is subject to Collaborative Conferencing.

ANNUITIES/SUPPLEMENTAL INSURANCE⁶

Companies having a payroll deduction for tax-sheltered annuities shall include all companies presently having contracts with employees. Companies must have no less than 50 employees in their payroll slot by April 15 of each year in order to maintain a payroll slot for 403B accounts and/or supplemental insurance accounts. If the number of employees falls below 50, the company has until the following April 15 to increase/maintain 50 employees in their slot. All employee deductions will be removed for that slot after the last August payroll period.

Admission of new companies for annuities and supplemental insurance shall be considered on written request of agents of the company, and new companies shall meet criteria as established by the Employee Benefits Office and make a written request to the Employees Benefits Office in order to be considered for inclusion. New companies must have 250 employees to obtain a payroll slot. All agents are required to sign and abide by vendor rules before they are allowed to conduct business on Knox County School property.

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STUDENTS

Group accident insurance with no Board contribution is available to students on a voluntary basis. All students who participate in organizational athletic activities must have adequate insurance coverage.

Legal References:

1. T.C.A. § 8-19-101.
2. T.C.A. § 49-3-315(b)(3).
3. T.C.A. § 49-2-102.
4. T.C.A. § 49-2-209.
5. T.C.A. § 49-5-608.
6. T.C.A. § 49-2-208.

Cross References:

1. Policy E-201 Workers' Compensation.
2. Policy G-110 Collaborative Conferencing.
3. Policy J-340 Student Insurance.

Approved as to Legal Form
By Knox County Law Director 3/18/2024
/Gary T. Dupler/Deputy Law Director