

Business and Noninstructional Operations

Insurance

The Business Services Division shall annually evaluate the most effective method of insuring for property and liability protection, including self-insurance, joint purchase of insurance with other districts, and participation in Board of Education approved Joint Power Authorities.

The Chief Business and Financial Officer is authorized to approve renewal contracts of District property, liability, unemployment, workers' compensation, and health and welfare insurance policies for dental, medical, life and vision insurance plans which have been approved by the Board of Education.

Risk Insurance

The following types of risk insurance shall be carried to protect the District:

A. Comprehensive Liability

The District shall at all times maintain blanket-type comprehensive liability insurance, indemnifying the District, Board of Education, District officials, employees, agents and Student Body Associations, on account of injury to persons or property arising out of negligence of the School District. Such insurance shall be in the form of a minimum \$10,000,000 combined single limit auto and general liability policy.

B. Fire – Extended Coverage Endorsement

The District shall at all times maintain fire – extended coverage endorsement – (perils of windstorm, hail, explosion, riot, aircraft, vehicles, smoke, etc.), on the basis of 90 percent co-insurance. Buildings and contents shall be covered by this policy.

C. Employees' Blanket Surety Bond (Faithful Performance of Duty)

The District shall at all times maintain an employees' blanket bond, governing losses which would be sustained by the District through any fraudulent or dishonest act or acts committed by any of the employees acting alone or in collusion with others. The bond shall provide at least \$15,000 coverage.

The Board of Education declares its membership in the West San Gabriel Property and Liability Joint Powers Authority and instructs its duly-authorized agents to represent the interests of the District in this organization.

D. Boiler and Machinery Insurance

This policy, which shall be maintained by the District, covers boilers, water heaters, generators, other pressure vessels and air-conditioning systems against loss or damage of "objects" insured, and damage to property of the insuree.

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Risk Insurance - continued

E. Worker's Compensation Insurance

The District shall at all times maintain workers' compensation coverage as needed to meet the requirements established by the State of California.

The Board of Education declares its membership in the Schools Linked for Insurance Management Joint Powers Authority, and instructs its duly-authorized agents to represent the interests of the District in this organization.

A person who performs voluntary service without pay for the Glendale Unified School District shall be deemed to be an employee of the District for purposes of Section 3363.5 of the California Labor Code, while performing such service. This provides the same worker compensation benefits for volunteers as are provided for regular employees of the District under the workers' compensation insurance program.

Unemployment Insurance

In accordance with the California Education Code, classified employees are covered by unemployment insurance. The District will contribute to the Unemployment Insurance Fund, using the percentage tax method, with the rate as established by the State of California.

Self-Insured Employee Health and Welfare Benefits

- A. The District will, where feasible, self insure various employee health and welfare benefits.
- B. In accordance with provisions of the Government Code, Section 53200, members of the Board of Education are eligible for those health programs available to management and confidential employees.

Legal References: Education Code, Section 1330, 53200
Government Code Section 60500 (et.seq.)
Labor Code Section 3363.5

Policy Adopted: 6/20/72; 5/15/73; 8/19/83
Policy Amended: 5/15/73; 6/19/79; 6/3/80; 2/19/85; 7/19/94; 2/4/03

Formerly BP 3550, 3551, 3552, 3553