No. 812

A. W. BEATTIE CAREER CENTER

SECTION: OPERATIONS

TITLE: SCHOOL INSURANCE

ADOPTED: June 24, 1999

REVISED &
APPROVED: March 25, 2021

812. SCHOOL INSURANCE

1. Purpose	The A.W. Beattie Career Center Joint Operating Committee recognizes its responsibility under law to insure the real and personal property of the Career Center.
2. Authority SC 774	The Joint Operating Committee has the authority and responsibility to provide adequate insurance coverage to protect the school's interests in its buildings and properties. Such coverage shall insure for actual cost value and/or replacement cost.
	The Joint Operating Committee shall purchase, or see to the purchase, of insurance for the building(s) and their contents for fire, extended coverage and vandalism, and malicious mischief. Also to be purchased is coverage in the following areas: comprehensive general liability, cyber-security, comprehensive automobile liability, excess indemnity-umbrella liability, boiler and machinery insurance, worker's compensation, unemployment compensation, travel accident policy, fidelity bonds, errors of omission, and broad form money and security loss policy.
	The Joint Operating Committee shall also provide adequate protection for its specific equipment.
	The Joint Operating Committee shall appoint an insurance broker or consultant with the function of maintaining current knowledge of A. W. Beattie Career Center insurance policies, recommending appropriate changes, providing appropriate information and making an annual report of the A. W. Beattie Career Center insurance status.
3. Delegation of Responsibility	The Business Manager shall be responsible for the management of all school insurance programs and the safekeeping of policies.
	A complete file of all policies and information concerning all insurance coverage shall be maintained in the Business Office in consultation with the Executive Director.
	No contract or contracts of insurance shall be purchased from or through any person employed by the Career Center.